

Request for Proposal (RFP)

Commodity/Service Required:	Assess demand potential of rooftop solar plus storage solution
Type of Procurement:	Subcontract
Type of Contract:	Firm Fixed Price
Term of Contract:	6 months
Contract Funding:	USAID
Price Range (including GST):	\$60,000 - \$80,000 (USD)
This Procurement supports:	South Asia Regional Energy Partnership (SAREP)
Submit Proposal to:	SAREP-Procurement@rti.org
Date of Issue of RFP:	August 8, 2022
Date Questions from Supplier Due:	August 15, 2022
Date Proposal Due:	August 29, 2022
Approximate Date Subcontract Issued to Successful Bidder:	September 31, 2022

***Note: yellow highlights indicate amendment changes**

Method of Submittal:	
Respond via e-mail with attached document in MS Word / pdf format. The Bidder/Seller agrees to hold the prices in its offer firm for 90 days from the date specified for the receipt of offers, unless another time is specified in the addendum of the RFP/RFQ.	
Solicitation Number:	SAREP RFP-2022-009-Amendment 01

Attachments to RFP:

- Attachment "A" – Commodity Specifications
- Attachment "B" – Instructions to Bidders/Sellers
- All Subcontract Terms and Conditions are listed on our website at: https://www.rti.org/sites/default/files/standard_subaward_terms_and_conditions_v1_11.pdf
Supplier's delivery of products, performance of services, or issuance of invoices in connection with this Subcontract establishes Supplier's agreement to the Terms. The bidders may include any exceptions to these terms with their offer. The Terms may only be modified in writing signed by both parties.

All bidders/sellers are responsible to carefully review each attachment and follow any instructions that may be relevant to this procurement.

RTI International is a trade name of Research Triangle Institute. RTI and the RTI logo are U.S. registered trademarks of Research Triangle Institute.

Attachment A

Commodity Specifications or Statement of Work

Statement of Work

Indicate a description of the activity/service that is expected from the supplier. Provide product specifications or service expectations (both if applicable). Include deliverables, timelines, and any special terms and conditions.

Description of Activity/Service:

Introduction:

RTI International is an independent, nonprofit research institute dedicated to improving the human condition. Clients rely on us to answer questions that demand an objective and multidisciplinary approach—one that integrates expertise across the social and laboratory sciences, engineering, and international development. We believe in the promise of science, and we are inspired every day to deliver on that promise for the good of people, communities, and businesses around the world.

RTI International has been working in Asia for more than 35 years, providing technical assistance, institutional strengthening, and program support on behalf of governments, foundations, and private-sector clients. Together with our local partners, we deliver science-based solutions and advisory and technical services to help countries across South and Southeast Asia achieve national, regional, and local goals—in health, education, economic growth, governance and public policy, and environmental management. RTI is implementing 19 projects in the Asia region with its offices located in India, Indonesia, Thailand, Cambodia, Philippines, Laos, Nepal, and Papua New Guinea.

RTI International is the implementing contractor for a five (5) year USAID project called the USAID South Asia Regional Energy Partnership (SAREP). SAREP will serve as a linchpin of the Asia Enhancing Development and Growth through Energy (EDGE) initiative. To achieve USAID's goal of improving access to affordable, secure, reliable and sustainable energy, SAREP will address two distinct, yet mutually dependent objectives: a. Enabling six countries – Bangladesh, Bhutan, India, Maldives, Nepal and Sri Lanka—to build systems and processes in line with their respective economic and energy security priorities, and b. Facilitating collaboration among these six countries in a regional energy market that will accelerate economic development, self-reliance, livelihoods, health, and productivity throughout the region.

SAREP's objectives are as follows:

- Workstream 1: Regional Energy Hub
- Workstream 2: Technical Services
 - Objective 1: Enhanced regional energy markets and integration
 - Objective 2: Increased development of advanced energy
 - Objective 3: High-performing modern utilities.

- Objective 4: Transparent, best-value procurement.

SAREP, with its focus on accelerating the clean-energy transition, enhancing private sector participation and advancing transparent procurement and market-based instruments, seeks to facilitate the financing of clean energy in South Asia. It is imperative that suitable financing instruments, efficient procurement mechanisms, and conducive policy and regulatory frameworks are in place to allow private investors to enter the energy sector and fund its expansion. Under its Objective 4, SAREP proposes to work with its partners in the following areas:

1. Finance strategies to enable decarbonization/RE development
2. Facilitating use of new and innovative financing instruments and capacity development
3. Technical assistance to mobilize private investment through PPPs
4. Best-value procurement and enhancing bankability of clean-energy projects

In order to deliver superior quality deliverables to USAID and Indian partners, SAREP proposes to engage a firm with relevant experience for providing the services listed in the Statement of Work under “Product or Service Expectations” below.

Product or Service Expectations (both if applicable):

Statement of Work

I. Background

Solar Energy Corporation of India Ltd (SECI) is a CPSU under the administrative control of the Ministry of New and Renewable Energy (MNRE), set up on 20th September 2011 to facilitate the implementation of National Solar Mission (NSM) and achievement of targets set therein. It is the only CPSU dedicated to the solar energy sector. It is a Section-3 company, under the Companies Act, 2013. The mandate of the company has been broadened to cover the entire renewable energy domain.

SECI’s mission is to, (a) become the leader in development of large-scale solar installations, solar plants and solar parks and to promote and commercialize the use of solar energy to reach remotest corner of India and (b) become leader in exploring new technologies and their deployment to harness solar energy.

Further, considering the commitments made by India at the COP26 summit in Glasgow, including installing a non-fossil-fuel electricity generation capacity of 500 GW and sourcing 50 percent of energy requirements from renewables by 2030, the growth of clean energy sector in India is expected to move upwards in a much higher plane. To put it in perspective, India will need to add 30 to 35 GW of RE capacity every year, compared with average annual capacity deployment of 8-10 GW achieved over the past 5-7 years.

SAREP proposes to collaborate with SECI and provide assistance so as to meet the targets envisaged by Government of India regarding the RE capacity addition. Based on the discussions held between SECI and SAREP, residential rooftop solar plus storage has emerged as one of the major areas where SAREP shall be supporting SECI.

In the earlier envisaged plan of 175 GW by 2022, rooftop solar was expected to contribute around 40 GW, however, owing to issues such as inconsistent policy framework, limited access to finance,

etc., only 7 GW has been achieved so far. In comparison, the grid connected solar has fared much better and has achieved more than 80% of the target. Further, a 3-fold increase in the current annual capacity RE addition is required to meet the new targets set for achievement in 2030. In order to achieve this, significant capacity addition especially in the rooftop solar is required considering the lower penetration levels that have been achieved in past years. Further, owing to intermittent nature of RE, battery storage assumes importance for rooftop solar and in this regard, it is important to assess the demand potential and develop business models for this area. Such business models developed under this initiative, are proposed to be replicated at larger scale, and thereby helping in achieving the envisaged RE targets.

II. Scope of Work

In line with the above, SAREP proposes to select a partner firm for assessing the demand potential of rooftop solar + storage in two selected urban cluster/city, namely Gurugram and Panchkula followed by development of business model for implementation. The following list of activities are proposed to be undertaken by the selected partner firm:

Part A: Market assessment study to estimate demand potential of rooftop solar + storage in Gurugram and Panchkula

1. Review of the reports and plans published by government entities, policy think tanks and research institutes on the rooftop solar potential of the identified cluster/city.
2. Assessment of the current status of rooftop solar implementation through study of various reports and primary interactions. Primary interactions (at least 10 for each city) shall be held with city municipality, private developers, EPC companies, state renewable energy development agency, state government etc.
3. Primary interactions with at least 100 rooftop owners in each cluster, to assess the willingness of consumers to pay and allow for such rooftop installations (rooftop solar + storage solutions) is to be assessed, in addition to carrying out potential capacity estimation for visited sites. These interactions to cover different socio economic (SEC) groups of customers. The feedback from rooftop owners can be recorded in the form of email, physical forms or online surveys and shall be submitted along with the draft report.
4. Assessment of the gaps vis-à-vis the plan and current status of rooftop solar and identification of major challenges/barriers for the adoption of rooftop solar. Primary interactions and review of reports published shall be used for the purpose.
5. Based upon the above, identify the demand potential, major barriers and risks for the implementation of the rooftop solar + storage solution in the cluster/city.
6. Study and review of the applicable regulations prevalent in the state and identification of the major provisions that may hinder implementation of the rooftop solar + storage solution in the identified cluster/city.

Part B: Post market assessment undertaken in Part A above, following activities shall be taken up subsequently:

1. Development of a revenue/business model for the rooftop solar + storage solution based on market assessment undertaken in Part A. The business model shall include possible solutions for mitigating the identified risks. Under this study, following business models are to be developed:
 - a. One, considering the current policy and regulatory framework
 - b. For second one, changes required in the existing policy and regulatory framework are to be provided and accordingly, a business model is to be suggested.
2. Developing procurement and implementation framework for rooftop solar + storage in the

identified cluster/city so as to ensure successful implementation. Aspects such as private participation, aggregation of smaller projects, RESCO or EPC model, role of different government agencies, changes required in the existing policy and regulatory framework etc. need to be detailed out.

3. The business model shall also evaluate and suggest financing solutions in the overall framework to enable availability of financing for the private developers like VGF, capital at concessional terms, credit guarantee mechanism etc.

III. Schedule: The project is expected to begin in September 2022 and take approximately 6 months to complete. These tentative assignment dates are provided solely for information purposes and the benefit of bidders. Modification of these assignment dates will not constitute a change in scope.

Deliverables, Timelines, Special Terms and Conditions:

S.No	Deliverable	Estimated deliverable due date
1	Presentation covering S. No 1,2 and 3 of part A of the scope	4 weeks from signing of contract with SAREP
2	Presentation covering S. No 4, 5 and 6 of part A of the scope	8 weeks from signing of contract with SAREP
3	Draft report on Part A of scope	10 weeks from signing of contract with SAREP
4	Final report on Part A of scope	14 weeks from signing of contract with SAREP or within 7 days of receiving inputs from SAREP, whichever is earlier
5	Presentation covering S.No 1 and 2 of part B of the scope	14 weeks from signing of contract with SAREP
6	Draft report on Part B of scope	18 weeks from signing of contract with SAREP
7	Final report on Part B of scope	24 weeks from signing of contract with SAREP or within 7 days of receiving inputs from SAREP, whichever is earlier

Pricing

Item #	Quantity to be Purchased	Description of Preferred Commodity or Services Specifications	Unit of Measure	Unit Fixed Price (Each)	Total Fixed Price (Each)
1	1	Presentation covering S. No 1,2 and 3 of part A of the scope	each		
2	1	Presentation covering S. No 4, 5 and 6 of part A of the scope	each		
3	1	Draft report on Part A of scope	each		
4	1	Final report on Part A of scope	each		
5	1	Presentation covering S.No 1 and 2 of part B of the scope	each		
6	1	Draft report on Part B of scope	each		
7	1	Final report on Part B of scope	each		
Total Firm Fixed Price					
Add: GST if applicable* (mention %)					
Total Firm Fixed Price including GST (if GST is applicable)					
Estimated intercity travel within India (Bidder to provide detailed breakdown with supporting narrative)					
Estimated GST on intercity travel (Bidder to propose if applicable*)					
Total Ceiling Value					

****If the bidder's organization is subject to GST, provide proof of registration along with the bid submission.***

By signing this attachment, the bidder confirms he has a complete understanding of the specifications and fully intends to deliver items that comply with the above listed specifications.

Signature:

Title:

Date:



Attachment "B"

Instructions to Bidders/Sellers

- 1. **Procurement Narrative Description:** The Buyer (RTI) intends to purchase commodities and/or services identified in Attachment A. The Buyer intends to purchase the quantities (for commodities) and/or services (based on deliverables identified in a Statement of Work). The term of the Ordering Agreement shall be from Award Date to the Delivery date of the Offeror unless extended by mutual agreement of the parties. The Buyer intends to award to a single "approved" supplier based on conformance to the listed specifications, the ability to service this contract, and selling price. We reserve the right to award to more than one bidder. If an Ordering Agreement is established as a result of this RFQ/RFP, supplier understands that quantities indicated in the specifications (Attachment A) are an estimate only and RTI does not guarantee the purchase quantity of any item listed.
- 2. **Procuring Activity:** This procurement will be made by **Research Triangle Institute (RTI International)**, located at

3040 Cornwallis Road Research Triangle Park, NC 27709
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who has a purchase requirement in support of a project funded by

U.S. Agency for International Development (USAID)

RTI shall award the initial quantities and/or services and any option quantities (if exercised by RTI) to Seller by a properly executed Purchase Order as set forth within the terms of this properly executed agreement.

- 3. **Proposal Requirements.** All Sellers will submit a quote/proposal which contains offers for all items and options included in this RFQ/RFP. All information presented in the Sellers quote/proposal will be considered during RTI's evaluation. Failure to submit the information required in this RFQ/RFP may result in Seller's offer being deemed non-responsive. Sellers are responsible for submitting offers, and any modifications, revisions, or withdrawals, so as to reach RTI's office designated in the RFQ/RFP by the time and date specified in the RFQ/RFP. Any offer, modification, revision, or withdrawal of an offer received at the RTI office designated in the RFQ/RFP after the exact time specified for receipt of offers is "late" and may not be considered at the discretion of the RTI Procurement Officer. The Seller's proposal shall include the following:

(a)	The solicitation number:
(b)	The date and time submitted:
(c)	The name, address, and telephone number of the seller (bidder) and authorized signature of same:

(d)	<p>Technical Proposal requirements: The technical proposal must follow the structure outlined below, contain the following components, and be within page limitations. Failure to follow the outline and page limits prescribed or exclusion of any of the required items will impact the proposal's scoring. Maximum proposal limit 50 pages (inclusive of cover page, the following details and any annexes the bidder may want to append).</p>		
	Subject heading	Description	Maximum page limit
	Understanding of the issues	Demonstration of an understanding of the issues outlined in the SoW	1 page
	Technical approach	Approach to implementing the SoW	10 pages
	Team assignments & Bio sketches	<p>Bidders to propose the best suited team for the assignment. However, the engagement will require at a minimum -</p> <ol style="list-style-type: none"> 1. One Team Leader 2. One RE Expert 3. Analyst (s) 4. Any other (to be proposed by bidder) <p>For each member of the team, submit:</p> <p>1st: Summary of work to be performed by/assignment of each individual proposed</p> <p>2nd: (Immediately following the assignment) Short bio sketch that highlights the individual's direct experience with the subject matter</p>	<p>1 page per person total</p> <p>½ page for assignment per person, followed by ½ page for bio sketch</p>
(e)	<p>Financial Proposal requirements: Complete the Pricing section in Attachment A above, sign off in the designated block at the end of Attachment A and submit along with the bid proposal.</p>		
(f)	<p>If RTI informs Seller that the Commodity is intended for export and the Commodity is not classified for export under Export Classification Control Number (ECCN) "EAR99" of the U.S. Department of Commerce Export Administration Regulations (EAR), then Seller must provide RTI the correct ECCN and the name of Seller's representative responsible for Trade Compliance who can confirm the export classification.</p>		
(g)	<p>Terms of warranty describing what and how the warranties will be serviced.</p>		
(h)	<p>Special pricing instructions: Price and any discount terms or special requirements or terms (<u>special note: pricing must include guaranteed firm fixed prices for items requested.</u>)</p>		
(i)	<p>Payment address or instructions (if different from mailing address)</p>		

(j)	Acknowledgment of solicitation amendments (if any)
(k)	Past performance information, when included as an evaluation factor, to include recent and relevant contracts for the same or similar items and other references (including points of contact with telephone numbers, and other relevant information)
(l)	Special Note: <i>The Seller, by their response to this RFQ/RFP and accompanying signatures, confirms that the terms and conditions associated with this RFQ/RFP document have been agreed to and <u>all</u> of its attachments have been carefully read and understood and all related questions answered.</i>

4. **Forms:** Sellers (potential bidders or suppliers) must record their pricing utilizing the format found on Attachment “A”. Sellers must sign the single hardcopy submitted and send to address listed on the cover page of this RFQ/RFP.
5. **Questions Concerning the Procurement.** All questions in regards to this RFQ/RFP to be directed to

Sumit Dutta, Senior Procurement Expert

at this email address:

SAREP-Procurement@rti.org; and sdutta@sarep-southasia.org

(insert email address of the procurement officer).

The cut-off date for questions is:

August 15, 2022

6. **Notifications and Deliveries:** Time is of the essence for this procurement. Seller shall deliver the items or services no later than the dates set forth in the contract that will be agreed by both parties as a result of this RFQ/RFP. The Seller shall immediately contact the Buyer’s Procurement Officer if the specifications, availability, or the delivery schedule(s) changes. Exceptional delays will result in financial penalties being imposed of Seller.
7. **Documentation:** The following documents will be required for payment for each item:
 - (a) A detailed invoice listing Purchase Order Number, Bank information with wiring instructions (when applicable)
 - (b) Packing List
 - (c) All relevant product/service documentation (manuals, warranty doc, certificate of analysis, etc.)
8. **Payment Terms:** Refer to RTI subaward terms and conditions found in https://www.rti.org/sites/default/files/standard_subaward_terms_and_conditions_v1_11.pdf. Payment can be made via wire transfer or other acceptable form. Sellers may propose alternative payment terms and they will be considered in the evaluation process.
9. **Alternative Proposals:** Sellers are permitted to offer “alternatives” should they not be able to meet the listed requirements. Any alternative proposals shall still satisfy the minimum requirements set forth in Attachment A Specifications.

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10. **Inspection Process:** Each item shall be inspected prior to final acceptance of the item. All significant discrepancies, shortages, and/or faults must be satisfactorily corrected and satisfactorily documented prior to delivery and release of payment.
11. **Evaluation and Award Process:** The RTI Procurement Officer will award an agreement contract resulting from this solicitation to the responsible Seller (bidder) whose offer conforms to the RFQ/RFP will be most advantageous to RTI, price and other factors considered. The award will be made to the Seller representing the **best value** to the project and to RTI. For the purpose of this RFQ/RFP, price, delivery, technical and past performance are of equal importance for the purposes of evaluating, and selecting the “best value” awardee. RTI intends to evaluate offers and award an Agreement without discussions with Sellers. Therefore, the Seller’s initial offer should contain the Seller’s best terms from a price and technical standpoint. However, RTI reserves the right to conduct discussions if later determined by the RTI Procurement Officer to be necessary.

The evaluation factors will be comprised of the following criteria:

- (a) **PRICE.** Lowest evaluated ceiling price.
- (b) **DELIVERY.** Seller provides the most advantageous delivery schedule.
- (c) **TECHNICAL.** See (e) below.
- (d) **PAST PERFORMANCE** - Seller can demonstrate his/her capability and resources to provide the items/services requested in this solicitation in a timely and responsive manner.
- (e) **OTHER EVALUATION CRITERIA.**

1. Technical Proposal Scoring

Nos	Criteria	Points
1	Specific experience of the bidder that is relevant to this RFP Statement of Work	10
2	Adequacy and quality of the proposed methodology, and work plan in responding to the Terms of Reference (TORs) {The Technical Evaluation Committee will assess whether the proposed methodology is clear, responds to the Scope of Work (Section III), Schedule (Section V) and Deliverables and Timeline (Section VI), work plan is realistic and implementable; overall team composition is balanced and has an appropriate skills mix; and the work plan has the right input of Experts}	45
3	Subject matter expertise	45
Total points		100

2. Financial Proposal scoring

The consultancy firm with lowest qualifying financial bid (L1) will be awarded 100% score. Financial Scores for other than L1 will be evaluated using the following formula:
 Financial Score (Fn) = {(Commercial Bid of L1/Commercial Bid of the Bidder) X 100}%

3. Overall Scoring

The selection of the consultancy firm shall be based upon the methodology of Quality and cost-based selection (QCBS) with technical and financial weightage indicated below:

The technical and financial scores after the evaluation shall be multiplied with 70% (technical weightage) and 30% (financial weightage) respectively and added to arrive at

the combined score. The award shall be placed to the bidder with the highest average combined score.

- 12. **Award Notice.** A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful supplier within the time acceptance specified in the offer, shall result in a binding contract without further action by either party.
- 13. **Validity of Offer.** This RFP in no way obligates RTI to make an award, nor does it commit RTI to pay any costs incurred by the Seller in the preparation and submission of a proposal or amendments to a proposal. Your proposal shall be considered valid for 90 days after submission.
- 14. **Representations and Certifications.** Winning suppliers under a US Federal Contract are required to complete and sign as part of your offer RTI Representations and Certifications for values over \$10,000.
- 15. **Anti- Kick Back Act of 1986.** Anti-Kickback Act of 1986 as referenced in FAR 52.203-7 is hereby incorporated into this Request for Proposal as a condition of acceptance. If you have reasonable grounds to believe that a violation, as described in Paragraph (b) of FAR 52.203-7 may have occurred, you should report this suspected violation to the RTI's Ethics Hotline at 1-877-212-7220 or by sending an e-mail to ethics@rti.org. You may report a suspected violation anonymously.
- 16. **The John S. McCain National Defense Authorization Act for fiscal year 2019 - section 889.** RTI cannot use any equipment or services from specific companies, or their subsidiaries and affiliates, including Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, and Dahua Technology Company ("Covered Technology"). In response to this request for proposal, please do not provide a quote which includes any Covered Technology. Any quote which includes Covered Technology will be deemed non-responsive. Additionally, if the United States Government is the source of funds for this RFP, the resulting Supplier shall not provide any equipment, system, or service that uses Covered Technology as a substantial or essential component

Acceptance:

Seller agrees, as evidenced by signature below, that the seller's completed and signed solicitation, seller's proposal including all required submissions and the negotiated terms contained herein, constitute the entire agreement for the services described herein.

By: *(Seller Company Name)*

Signature: _____

Title:

Date: