



ENERGY SOLUTIONS

Supply of Solar Panels

RFP # 886949

1.0 Introduction

The Jamaica Public Service Company Limited, hereafter referred to as JPS, seeks quotes from suppliers to supply solar panels.

1.1 Background

Jamaica Public Service Company Limited (JPS) is an integrated electric utility company engaged in the generation, transmission and distribution of electricity throughout the island of Jamaica. JPS owns and operates 28 generating units and also purchases power from seven independent power producers (IPP). JPS assets include conventional thermal plants (611.5 MW), hydro and wind (32.5 MW), 50 substations, approximately 1200 km of transmission lines and 20,534 km of distribution lines.

The common shares of JPS are held 40% by Marubeni Corporation through its subsidiary Marubeni Caribbean Power Holdings ("MCPH"); 40% by Korea East West Power Company ("KEWP"); 19.9% by the Government of Jamaica ("GOJ") and the remaining 0.1% by a group of minority shareholders.

JPS serves over 600,000 residential, commercial and industrial customers, through a workforce of over of 1,700 employees and a network of offices throughout the island. The Company owns and operates 4 power stations, 8 hydroelectric plants, one Wind Park, 43 Substations, and approximately 14,000 kilometers of distribution and transmission lines. The total installed generating capacity is 789 MW. The company owns 80%, or 621.0 MW of this capacity. The remaining 168 MW is owned by Independent Power Producers (IPP's). The company also manages and operates the transmission and distribution system.

Along with the provision of electricity, the JPS is a key partner in national development. The Company has a vibrant corporate social responsibility portfolio and makes significant contributions in the areas of education, sports, and community development. The Company also has a strong environmental focus and carries out its operations in an environmentally friendly manner.

JPS has the following status with Jamaica Customs – **Authorized Economic Operator** (AEO). It is an internationally recognized quality mark which indicates that the JPS

supply chain is secure, and that the JPS customs' procedures and policies are compliant. With this designation, JPS Warehouse and Procurement Teams are subject to audit and

monitoring by Jamaica Customs.

The Office of Utilities Regulation (OUR) has regulatory authority over JPS' operations.

1.2 Objective:

Through the issuance of this RFP, JPS expects to enter into contract with the bidder(s) who offers the best proposal which would provide JPS the least service cost.

Your quote should include, but not be limited to:

- 1) **Manufacturers' lead time**
- 2) **Terms of payment. JPSCo's standard terms of payment is Invoice - Net 60 days**
- 3) **Delivery**

The Supplier warrants that the goods supplied under the Contract are new, unused, of the most recent or current models and incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that the Goods supplied under this Contract shall have no defect arising from design, materials or workmanship (except insofar as the design or material is required by the Purchaser's Specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions obtaining in the country of final destination.

This warranty shall remain valid for at least five (5) years after the Goods, or any portion thereof as the case may be, have been delivered (and commissioned) to the final destination indicated in the Contract.

The Purchaser shall promptly notify the Supplier in writing of any claims arising under this warranty.

Upon receipt of such notice, the Supplier shall, depending on which of the methods can be achieved more expeditiously with reasonable speed, repair or replace the defective Goods or parts thereof, without costs to the Purchaser and under the terms and conditions as if the replacement Goods or parts were being delivered to the Company for the first time.

If the Supplier, having been notified, fails to remedy the defect(s) within a reasonable period, the Purchaser may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense without prejudice to any other rights which the Purchaser may have against the Supplier.

2.1 Points of Contact (POC)

All communications and questions with JPS regarding this RFP must be directed to the following Points of Contact (POC) with reference to **JPS RFP#886949 – Supply of Solar Panels**. Unauthorized communications concerning this RFP with other Company employees, executives or contractors may result in immediate disqualification.

Name: **Melisa Richmond**
CC: Mrs. Ann-Marie Woodham
Address: Jamaica Public Service Company Ltd
113 Washington Boulevard
Kingston 20, Jamaica WI

Email: merichmond@jpsco.com
cc: aaiken@jpsco.com

Email Subject: JPS RFP 886949– Supply of Solar Panels

2.2 Response Method

The bidder shall submit their proposals via the designated File Transfer Program (FTP) site, that is JPS Sharefile. The procuring entity is utilizing a FTP site to facilitate the bidding process. There are no license costs or usage fees to the bidding firms for the use of the FTP site.

This will not be a reverse auction; instead this platform will simply provide the means to communicate your proposals to the procuring entity. The website address of the FTP will be shared with this RFP. Bidders are to upload files in responding to this request for proposal. Failure to do so may result in disqualification.

It is the responsibility of the bidding entity to ensure that their proposal is received by Procuring Entity (that is, uploaded to the FTP platform) by the due date and time. Any proposal received after the stated date and time may be rejected.

The bidding entities designated contact will be sent an email with detailed instructions on how to access the FTP site, including login credentials. This will provide access to an individual folder in which the proposal package can be uploaded.

Only Electronic submissions will be accepted, using ShareFile by Citrix. All uploads will be confidential.

RFP activities are guided by the dates stated in the Calendar of Events highlighted in Section 4 of this RFP.

Observing these dates:

- 1) Sections 2.1 and 2.2 provides instructions to submit questions via email only
- 2) A combined response to questions will be posted on the internet only
- 3) Respondents must confirm their intention to bid in order to be setup in JPS ShareFile folder**
- 4) Access to individual vendor folders will be given at least 1 week before the bid closes to eliminate any issues for bid upload by RFP Deadline
- 5) Files must be accurately labelled/named
- 6) ShareFile Access will be removed when the bid closes

2.3 Communication Regarding the RFP

Unauthorized communications concerning this RFP with other Company employees, executives or contractors may result in **immediate disqualification**.

2.4 Period of Validity of Bids

Bids shall remain valid for ***ninety (90) days*** after submission. A bid valid for a shorter period may be rejected by the Company as non-responsive. In exceptional circumstances, the Company may solicit the Bidder's consent to an extension of the period of validity. The request and responses thereto shall be made in writing.

2.5 RFP Amendment and Cancellation

At any time prior to the deadline for the submission of bids, the Company may for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the Bidding documents by amendment.

The amendment will be done in writing to all prospective Bidders who have received the Bidding Documents.

In order to afford prospective Bidders reasonable time in which to take the amendment into account in preparing their bids, the Company may, at its discretion, extend the deadline for the submission of Bids.

2.6 Bid Withdrawal

A Bidder may withdraw a submitted bid at any time up to the deadline for submitting bids. To withdraw a bid, the Bidder must submit a written request electronically, or via fax, signed by an authorized representative, to JPS before the deadline for submitting bids. After withdrawing a previously submitted bid, the Bidder may submit another bid at any time up to the deadline for submitting bids.

2.7 Confidentiality of Data

The Bidder should recognize that JPS operates in a sensitive business environment and, for that reason the Bidder must treat the materials and data provided by JPS as confidential. The successful Bidder may be required to agree to and execute the Confidentiality agreement.

3.0 PREPARATION OF BIDS

3.1 Bid Prices

Prices quoted by the Bidder and further negotiated and agreed between the bidder and JPS shall be fixed during the Bidder's performance of the Contract and not subject to variations on any account. Prices should be quoted in **United States Dollars**.

4.0 PURPOSE of the RFP

To supply solar panels as specified below. You may submit a bid for both or one requirement.

Purchasing Description	Solar panel 270W-350W Polycrystalline, 60/75 cell
Purchasing Specification	<p>Power warranty 12 Years of 90% Output Power, 25 Years of 80.7% Output Power</p> <p>Thickness 35 mm Rating ul1703 Number of cell 60/72 Efficiency 18% Min Cell type Mono or Poly</p>

Total	UOM	ITEM
60	EACH	Solar Panel, 485W ~ 500w
		Dimensions (max): 89 x 42 x 1.5 inches
		System voltage (max): 1500 V
		Warranty (min): 5 years
		Compliances: IEC 61215, IEC 61730
		Installation method: Mounted

5 SUBMISSION OF BIDS AND SELECTION CRITERIA

5.1 Bid Response

All response must be in English Language. The deadline for submission of bids is **11:59PM on Wednesday July 21, 2021.**

RFP CALENDAR		
ACTIVITY	DUE DATE	RESPONSIBILITY
RFP Date	July 7, 2021	JPS
RFP Confirmation of receipt date	July 13,2021	Bidder
Bidder submits questions on RFP	July 16,2021	JPS
Final date to respond to all queries	July 17,2021	
Completion of RFP and deadline for submission of bids to JPS	July 21, 2021	Bidder
Private Bid Opening	July 22, 2021	JPS

The Company may, at its discretion, extend this deadline for the submission of bids, in which case all rights and obligations of the Company and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended. The dates are subject to change on the RFP Calendar. Prior to award, this RFP and bid responses are subject to review and final approval by JPS Senior Management.

5.2 Late Bids

Any bid received by the Company after the deadline for submission of bids prescribed by the Company, pursuant to **Section 5.1**, will be rejected and/or returned unopened to the Bidder.

5.3 Proposal Signing

All proposals must be signed by an official agent or representative of the company submitting the proposal.

6.0 Proposal Rejection

Bids received after the deadline for submission of bids will be rejected. Any bid received that does not meet the requirements of this RFP may be considered to be non-responsive, and the bid may be rejected. Bidders must comply with all of the terms of this RFP. JPS may reject any bid as being non-responsive that does not comply with the terms, conditions, and characteristics of this RFP or the key criteria for selection.

6.1 Right of Rejection

JPS reserves the right, at its sole discretion, to reject any and all bids or to cancel this RFP in its entirety.

6.2 JPS reserves the right to reject any and all proposal(s) at its sole and absolute discretion. Submission of a proposal constitutes acknowledgement that the Bidder has read and agrees to be bound by such terms and conditions as outlined in the Bid document.

6.3 JPS reserves the right to hold discussions/negotiations with OEM directly in arriving at final product specifications, warranty, pricing and delivery. This will not stop finalizing proposal directly with 3rd parties or OEM distributors.

7.0 SELECTION PROCESS AND EVALUATION CRITERIA

A selection committee consisting of JPS staff members will evaluate all responses. Based on the preliminary evaluation of the responses, we reserve the right to short list respondents.

Selection will be based on the contractor’s responsiveness to the RFP and total price quoted (including recurring costs).

7.1 Determination of Responsive Bids

The company will examine the bids to ensure conformance to all the instructions listed in the Instructions to Bidders.

Omission of any of the requisite documentation may result in the bid being declared non-responsive and therefore rejected. JPS internal scoring method values the following proposal attributes (order of presentation here does not reflect priority)

TECHNICAL CRITERIA	Result
Technical Specification	Pass or Fail

COMMERCIAL EVALUATION CRITERIA	Score (%)
Price	90
Payment Terms	10
Total	100

7.2 JPS Bid Evaluation Discretion

JPS at its discretion may:

- Select a bid other than the lowest priced if JPS determines, at its sole and absolute discretion, that JPS' interests will best be served by doing so;
- Withhold any information used in conducting the evaluation;
- Reject any or all bids and enter into negotiations with other third party non-bidders, or any Bidder or Bidders that JPS may choose;
- Seek clarification from any Bidder regarding bid information and may do so without notification to any other Bidder;
- Continue the review procedure until a Bidder is selected successfully or until JPS chooses to reject all bids;
- Accept any bid or alternate as submitted without negotiations;
- Require revisions to, corrections of, or other changes to any bid submitted as a condition to its being given any further consideration;
- Select for negotiations only the overall best bids or alternate submitted, as determined by JPS;
- Truncate negotiations with a Bidder if JPS determines that progress towards a contract is not proceeding in a reasonable manner or at a reasonable pace;
- Open negotiations with additional Bidders or non-bidders.

7.3 Bid Discrepancies

Arithmetical errors will be rectified on the following basis: If there is a discrepancy between words and figures, the amount in words shall prevail. If the contractor does not accept the correction of errors, its bid shall be rejected.

The Company may waive any minor informality or non-conformity or irregularity in a Bid, which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

7.4 Right to Negotiate

Upon evaluation of the submitted bids, JPS reserves the right to enter into negotiations with one or more Bidders (not necessarily the Bidder with the lowest deliverable price submission) that appear to have submitted a bid that meets the needs and requirements of JPS. Negotiations could include, but are not limited to, price and the terms and conditions of this RFP. However, issues may arise that JPS may not negotiate due to policies or strategies, and an impasse could arise. If, for any reason, a Bidder and JPS cannot arrive at a mutual agreement that would result in the issuance of a contract, JPS reserves the right to terminate negotiations, to reject the bid, and to continue negotiations with other responsive Bidders that may lead to the issuance and award of a contract.

8.0 Written Clarification

JPS reserves the right, at its sole discretion, to request clarifications of bids or to conduct discussions for the purpose of clarification with any or all Bidders. The purpose of any such discussions will be to ensure full understanding of the bid proposal. Discussions will be limited to specific sections of the bid identified by JPS and, if held, will be after initial evaluation of the bids. If clarifications are made as a result of such discussion, the Bidder will submit such clarifications electronically. Refusal to respond to JPS' request for clarifications may be considered non-responsive and be used as grounds for rejection of the bid.

8.1 Contract Award

The award will be based on the proposal that is most responsive to the requirement of JPS and that which will offer the greatest value for JPS.

Issuance of this Bid does not constitute a commitment by JPS to award any contract or to perform the research services as per the Offer made in response to this RFP.

JPS reserves the right to invite any or all Bidders to make an in-person presentation.

The Contract shall be interpreted in accordance with the laws of the Purchaser's country.

END OF DOCUMENT