



Jamaica Public Service Company Limited

REQUEST FOR PROPOSAL (RFP)

MAINTENANCE SERVICE

JPS HILL RUN 10 MW CHP FACILITY

MAINTENANCE SERVICES

RFP # 941881

February 13, 2023

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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 purchases power from seven independent power producers (IPP). JPS assets include conventional thermal plants (506 MW), hydro and wind (32.12 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.

The Office of Utilities Regulation (“OUR”) is the independent regulatory agency with responsibility for regulating the electricity sector in Jamaica.

JPS has the following status with Jamaica Customs – Authorized Economic Operator (AEO). It is an internationally recognized quality mark that 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 JPS Hill Run 10MW CHP facility is scheduled to commence its Service Maintenance interventions starting tentatively August 2022. During this period, a series of inspection and maintenance activities will be performed over the period 2022 to 2024 at 4000 hours interval, with a 16, 000 hrs maintenance intervention... The Hill Run 10MW CHP Power Plant consists of five (5) CG170 -20 Caterpillar, 2MW natural gas fired, Internal Combustion Engine Generators (“Gensets”) which require maintenance services

The company is requesting proposals from qualified firms to provide maintenance services for the Servicing of the Gensets at the Hill Run Facility over the next 2 years as outlined in this RFP document.

2. Scope of Works

The works involved in the Maintenance Services shall include but not limited to the following:

- i. Perform the following Preventative Maintenance (PM) Services over the Term of the Maintenance Agreement as outlined below:
 - a. Conduct three (3) x 4,000 hours’ maintenance per Genset Engine as outlined below:
 - i. Complete auxiliary device test
 - ii. Complete test and functioning run
 - iii. Inlet and outlet valves, check valve clearance and set
 - iv. Inlet and outlet valves, check valve depth (with Cylinder head mounted)
 - v. Check throttle actuators on A and B banks.
 - vi. Check throttle valve
 - vii. Lube oil system, replace lube oil filters
 - viii. Replace spark plugs

- ix. Exhaust gas system, check pollutant emissions
 - x. Visually inspect combustion chamber (Using an borescope)
 - xi. Check ignition timing
 - xii. Replace breather filters
 - xiii. Inspect turbocharger impeller and turbine blades and housing enclosure.
- b. Conduct one (1) x 16,000 hours' maintenance per Genset Engine as outlined below:
- i. Complete auxiliary device test
 - ii. Complete test and functioning run
 - iii. Inlet and outlet valves, check valve clearance and set
 - iv. Inlet and outlet valves, check valve depth (with Cylinder head mounted)
 - v. Check speed governor control linkage
 - vi. Check throttle valve
 - vii. Lube oil system, replace lube oil filter
 - viii. Compressed air pipe, clean dirt trap, replace if necessary
 - ix. Replace spark plugs
 - x. Exhaust gas system, check pollutant emissions
 - xi. Visually inspect combustion chamber (Using an borescope)
 - xii. Check engine base compensators
 - xiii. Check exhaust pipe
 - xiv. Check engine mounts
 - xv. Visually inspect mixture cooler (Using an borescope)
 - xvi. Disassemble and clean air/gas mixer
 - xvii. Check ignition timing
 - xviii. Check starter pinion and gear ring on the flywheel

2.1 Requirements

During the maintenance, Contractor shall support the JPS Site team by executing the following tasks:

a. Inspection and Assessment during Maintenance Interventions

During the maintenance of the Engines, the contractor shall undertake the following:

- Record and observe as found conditions and review as-found readings taken during disassembly and opening of the engine components. Record and observe as found condition and review as-found readings taken of the engine components and make recommendations as required.
- Record and review the as-found and as left conditions and readings of all systems and engine components worked on.
- Use Engine design and original field installation data to ensure that systems worked meet those standards/conditions
- Ensure the highest Quality assurance during all maintenance activities
- Provide guidance during the start-up activities and make any recommendations as per OEM standards for the safe return to service.

b. Verification of Critical Measurements

The contractor will be required to share with JPS Engineers and validate all critical measurement checks conducted during the maintenance intervention.

c. Reporting

- Shall provide a final report to JPS of all the work conducted with measurements and condition of all systems and engine components worked on.
- Upon completion of the maintenance, the Contractor must review the final maintenance/service report to verify that it appropriately characterizes the events of the maintenance intervention and that the as-left tolerances and start-up test results are consistent with those documented in the field.

3. Schedule

The Maintenance activities are tentatively scheduled to start from August 15, 2022 for a period of 5 days per Engine. The contractor is required to complete all required works by September 16, 2022.

4. JPS Labor Assistance

JPS will provide local plant engineers to assist the consultant in executing their services.

5. Accommodation and Transportation in Jamaica

Contractor will be responsible for their own hotel accommodation and transportation.

6. Measuring Instruments and Tools

Contractor is required to provide the measuring instruments or tools that may be required to do works (if needed).

7. Occupational Health, Safety and Environment (OHSE) Policy

The consultant will be expected to abide by JPS OHSE Policy and Procedures
 Consultant must conform to all Government of Jamaica (GOJ) COVID-19 Protocols.

8. Insurance

The contractor must provide public liability and property damage insurance for their team members.

9. Division of Responsibility

Resource / Service	Contractor	JPS
Supply of Utilities (Compressed Air , Electricity , Water)		X
Tools and instruments / certificates must be included		X
Office Facilities for Specialist Contractors		X
Workshops , access to Workshop Equipment and workshop tools		X
Safety Equipment	X	
Custom Clearance		X
Local Transportation of Equipment		X
Hotel Accommodation for Consultant Workers	X	
Local Transportation of Contractor Workers	X	
Participate in update meetings (measurement, inspection and findings)	X	X
Participate in daily debrief meetings	X	X

10. Deliverables and Schedules

Table 10.1 RFP Schedule

ITEM S	TASKS AND DELIVERABLES	END DATES	RESPONSIBILITY
1	RFP invitations	13-February-2023	JPS
2	Questions about the RFP	20-February-2023	Bidder
3	Answers to Questions	24-February-2023	JPS
4	Bidder provide their intension to Bid.	1-March-2023	Bidder
5	Response and submission to RFP	11:59PM EST 7-March-2023	Bidder
6	Notify non-selected Bidders	23-March-2023	JPS
7	Notify Selected Bidder	30-March-2023	JPS

11. General Instructions to Bidders

11.1 Points of Contact (POC)

Bidders shall submit their proposals via the designated FTP site **only** as required in this section.

11.2 Internet Bidding Platform

The RFP process and Proposal submission will occur via the internet on a web-based File Transfer site. All contract negotiations and Contract award will be handled by Procuring Entity.

There are no license costs or usage fees associated with the Bidders use of the web-based file sharing site.

The website address of the FTP site will be provided to Bidders via email. 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 Bidder to ensure that their proposal is received by the 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.

11.3 File Transfer Protocol (FTP) Site Submittal Procedure

The Bidder's 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 Bidder's proposal package can be uploaded.

In accordance with the RFP schedule (dates), bidders are invited to submit questions via email to the addresses stated below, by the date indicated in Table 10.1

Email Subject: JPS HILL RUN 10 MW CHP FACILITY MAINTENANCE SERVICE RFP 941881

Name: **Mr. Kolonje McKenzie** > komckenzie@jpsco.com
CC: Dianne Plummer <dplummer@jpsco.com>;

Procuring Entity will then post both the technical question and the response(s) in a "Question and Response" on the JPS website as per the RFP schedule Table 10.1 The originating entity will remain anonymous, but all Bidders will see all questions and responses.

11.4 Communications

The RFP points of contact are stated below. All communication related to this RFP are to be submitted in the English Language.

POINTS OF CONTACT:

Email Subject: JPS HILL RUN 10 MW CHP FACILITY MAINTENANCE SERVICE RFP 941881

Mr. Kolonje McKenzie > komckenzie@jpsco.com
CC: Dianne Plummer <dplummer@jpsco.com>;

11.5 Communication Regarding the RFP

- a. Any contact made directly with any other employees or board members of Procuring Entity regarding this RFP is a violation of the terms of the RFP response criteria and may be cause for disqualifying a Bidder at the sole discretion of Procuring Entity.
- b. All communication and questions should be submitted in writing, electronically to the POC. In order to ensure consistency in the information provided to the RFP Contractors, responses to questions received will be communicated to all participants without revealing the source of the inquiries.
- c. Only written responses will be considered official and binding. JPS reserves the right, at its sole discretion, to determine appropriate and adequate responses to questions and request for clarification.
- d. Bidders contact information shall be provided for RFP and thereafter contained within all correspondence containing questions and clarifications arising.

Requirements include:

- i. Company's name, company address and phone number, contact person, email address, position
- ii. References to specific points within the RFP using section number as reference
- iii. Clear and concise questions.

11.6 RFP Amendment and Cancellation

At any time prior to the deadline for submission of bids, the Purchaser 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, and will be binding on them.

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

JPS reserves the unilateral right to cancel or reissue the RFP at its sole discretion. Bidders will respond to the final written RFP and any exhibits, attachments and amendments.

11.7 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.

11.8 Written Clarification

JPS reserves the right, at its sole discretion, to request clarifications of any Proposal or to conduct discussions for the purpose of clarification with any or all contractors. The purpose of any such discussions will be to ensure full understanding of the proposal. Discussions will be limited to specific sections of the proposal identified by JPS and, if held, will be after initial evaluation of the Proposal.

If clarifications are made as a result of such discussion, the contractor 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 Proposal.

11.9 Oral Clarification

If requested, the vendor will make an oral presentation to the Proposal Evaluation Team and other designated Company representatives. All expenses for the presentation will be borne by the vendor.

Late RFP Response

Any RFP Response received by the Company after the deadline for submission of RFP Responses prescribed by the Company will be rejected and/or returned unopened to the RFP Response Contractors.

12. RFP Response Format

12.1 RFP Response Prices

Agreed prices for the selected Bidder shall be fixed in the contract up to calendar year 2022.

12.2 Technical Response

TECHNICAL PROPOSALS must include the following:

- A list of similar projects completed in the last five years
- Company Brochure which demonstrates company capability to effect required services and more
- Safety Statistics for company for the last five years.

- Other information in the contractor's view that is fit for consideration

12.3 Proposed Withdrawal

The Bidders may modify or withdraw its proposal after submission, provided that written notice of the modification or withdrawal is received by the Purchaser/JPS prior to the deadline prescribed for submission of proposals.

To withdraw a proposal, the Bidders must submit a written request electronically or signed document by an authorized representative before the deadline for submitting proposals. After withdrawing a previously submitted proposal, the Bidders may submit another proposal at any time up to the deadline for submitting proposals.

12.4 Cost of Proposal Preparation

The Bidders shall bear all costs associated with the preparation and submission of its RFP Response. JPS will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the RFP Response process.

12.5 Proposal Rejection

Bidders must comply with all of the terms of this RFP. JPS may reject any proposal as being non-responsive that does not comply with the terms, conditions and characteristics of this RFP or the key criteria for selection.

JPS reserves the right, at its sole discretion, to reject any and all proposals or to cancel this RFP in its entirety, and to accept a proposal other than the lowest price or proposal presented outside of this RFP that meets the company's requirement.

JPS assumes no responsibility for delays caused by any mail/bearer delivery service.

13. Evaluation Criteria

The evaluation of Proposal will be carried out for each technical proposal, taking into account (a) the contractor's relevant experience for the assignment, (b) the quality of the methodology proposed (c) the qualifications of the key staff proposed. (d) technical capability, cost of service and ability to meet target dates deadlines.

13.1 Award Criteria

JPS will evaluate proposals using an internal scoring method that weighs various parameters to give the evaluation team insight into the strengths of each proposal relative to JPS needs. JPS internal scoring method values the following proposal attributes (Order of presentation here does not reflect priority).

TECHNICAL EVALUATION

CRITERIA	Score
Experience with CG170 -20 Caterpillar, 2MW natural gas fired engines or similar make engines	Pass/Fail
Technical capability	Pass/Fail
Qualifications of Key Personnel	Pass/Fail
Safety Record	Pass/Fail

COMMERCIAL EVALUATION

CRITERIA	Score (%)
Price	90
Terms of payment	10
Total	100

13.2 RFP Response Currency

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.

International Supplier

- Prices should be quoted in USD.

Local Supplier

- Prices should be quoted in JMD

13.3 Award of Contract

13.3.1 Award or Rejection

The Purchaser/JPS will award the contract to the successful Contractor whose RFP Response has been determined to be substantially responsive. The Purchaser/JPS reserves the right not to accept the lowest RFP Response if it does not meet JPS requirement.

Issuance of this RFP Response does not constitute a commitment by JPS to award any contract or purchase services offered.

The Purchaser/JPS reserves the right to accept or reject any RFP Response, and to annul the RFP Responding process and reject all RFP Responses at any time prior to award of Contract, without thereby incurring any liability to the affected RFP Response Contractors or any obligation to inform the affected RFP Response Contractors of the grounds for the Purchaser/JPS's action.

13.4 Notification of Award

Prior to the expiration of the period of RFP Response validity, the Purchaser/JPS will notify the successful RFP Response Contractor in writing by email or fax, that its RFP Response has been accepted. All unsuccessful RFP Response contractors will be notified.

14. Appendix 1

Question and Answers from Previous tender.

Count	Reference	Bidder Questions	JPS Responses
1	<i>Division of Responsibility (para 9)</i>	Will JPS be responsible for the purchase of service parts and materials to include lubricants? (re para. 9 table 'Division of Responsibility')	JPS will be responsible for purchase of parts, materials to include lubricants. NB: Bidders can state their ability to provide spare parts.
2	<i>Division of Responsibility (para 9)</i>	If the contractor is responsible for items at question 1, will JPS be responsible for customs clearance? (re para. 9 table 'Division of Responsibility')	Not applicable in light of answer given at question 1
3	<i>Para 1</i>	What are the full model numbers and serial numbers of the specific Gensets at the Hill Run facility? (re para 1- serial nos not stated)	The serial numbers are as indicated below: All Gensets are MODEL No. CG170- 20 SERIAL Numbers are: 2214367, 2214368, 2214341, 2214346 & 2214390
4	<i>JPS Labour Assistance (para 4)</i>	How many and what are the qualifications/capabilities of the JPS's local plant engineers? (re para 4 – JPS Labour Assistance)	There are five (5) Engineers that provides engineering support to the facility. Their Qualifications are: Electrical Engineers, Mechanical Engineer and EI&C engineers. There is also a Technical Workshop Services available
5		Is it possible for JPS to provide a copy of the actual engine manuals ahead of time to be reviewed prior to submitting a proposal?	JPS is not in a position to share a copy of the engine manual at this time
6		Does JPS have the caterpillar diagnostics tool and software on site and available to our staff?	No. Successful bidder should have if needed.
7		Does JPS have the Caterpillar special tools on site and available for our staff?	JPS does not have any of Caterpillar Special tools at this time

Count	Reference	Bidder Questions	JPS Responses
8		Kindly provide an overhaul schedule with predictions of occurrence including engine running hours for the next 3 years.	The Engines are expected to undergo:3 x4,000 hours and 1x16,000 hours maintenance over the next 2 year and 32,000 hrs maintenance scheduled for 2025. NB: these hours will be affected by dispatch orders from the Grid Management team