

Anguilla Electricity Company Limited

Request for Proposal

RENEWABLE ENERGY CONSULTING SERVICES

August 2018



Anguilla Electricity Company Limited
P.O. Box 400
The Valley
Anguilla

Request Number: ANX08012018

1. BACKGROUND

- 1.01 ANGLEC is a company duly incorporated under the laws of Anguilla having its Registered Office at Hannah-Waver House, The Valley, Anguilla. ANGLEC is the sole provider of electricity in Anguilla and presently does so using diesel generators.

We are currently awaiting responses for the rebuild of ANGLEC's 1MW Photovoltaic Generating Plant that was destroyed by hurricane Irma in September 2017. Construction of the plant should be installed and commissioned sometime late 2018.

Currently power is produced by a single generating power plant (Corito Power Station), containing ten (10) turbo-diesel generating units. The output voltage and frequency of the plant is 13.8 kV and 60HZ respectively. The installed capacity of the generating plant is 23.8 megawatts.

The peak load is 15.5 MW and has an estimated annual growth rate of 1%. On Sundays (i.e. on the days of minimum demand, the average load is 10 MW. The Company's transmission and distribution (T&D) system is comprised of 34.5kV transmission line (that feeds a 13.8kV substation on the Western end of Anguilla: and a 138kV distribution network that emanates directly from the Corito Power Station. Future plant requirements are determined by load projections and plant firm capacity. Plant firm capacity is based on dispatchable generating plant (using the n-2 method) to ensure a reliable supply of electricity after allowance for breakdown and scheduled maintenance. Capacity planning also takes into account a 10% to 15% spinning reserve policy. In reality, the spinning reserve varies from 0-15%. More information on ANGLEC is available at www.anglec.com.

2. OBJECTIVE

- 2.01 ANGLEC is seeking Engineering, Utility and Tariff Consultants with extensive experience in expansion planning, renewable energy, climate change policy trends and associated skills. The Consultant will be required to work with the Board of ANGLEC to design and execute strategy for cost-effective and sustainable energy production (electricity generation). Global technological, social and political trends show that renewable energy is a critical component of present and future sustainable energy production.

3. SCOPE OF WORK

- 3.01 The Renewable Energy Consultant shall assist in the preparation of a company program with priorities for generation planning, expansion and adapting to renewable energy requires a process of scoping, reviewing, analysis and integration of possible ongoing plans and programs. ANGLEC recognizes that in its transition to meet the needs of an evolving energy market, decisions based on expert consultations are required.
- 3.02 The Renewable Energy Consultant will assist the ANGLEC Board in their consultations with the Ministry of Infrastructure and Department of Environment to facilitate understanding among stakeholders regarding the approach of reviewing, analysis and prioritization of possible plans.
- 3.03 The Renewable Energy Consultant will assist the Board in liaising with the Ministry of Infrastructure, Ministry of Finance, and other relevant Government ministries and agencies.

- 3.04 The Renewable Energy Consultant will assist the Board to investigate possible funding and match funding sources for specific utility projects including Integrated Resource Planning and Tariff structure review and formation. Renewable Energy Consultant will liaise with funding agencies and perform related tasks including:
- a. Check proposals against funding guidelines' aims and scoring criteria where available;
 - b. Provide follow-up support including assistance with funding bodies & assistance with grant claims;
- 3.05 The Renewable Energy Consultant will assist the Board in due diligence of major company investments including feasibility analyses, LCOE assessments, technology risk assessments, and rate of return evaluations.
- 3.06 The Renewable Energy Consultant will advise the Board on operating policies as required Terms and Conditions
- 3.07 The Renewable Energy Consultant will provide the Services to ANGLEC on, and subject to, the Terms of Engagement herein. The Renewable Energy Consultant will not start providing the Services until in receipt of written acceptance of the Terms of Engagement by an authorized representative of ANGLEC. The Terms of Engagement, once signed and returned to the Renewable Energy Consultant, shall, together with these Terms, form the contract between the Renewable Energy Consultant and ANGLEC.
- 3.08 The Renewable Energy Consultant shall provide the Services using reasonable skill and care.
- 3.09 In providing the Services, the Renewable Energy Consultant shall use its reasonable endeavors to give sound advice based on the information available, but the Client will remain wholly responsible for determining matters of policy or action related to that advice.
- 3.10 The assigned consultant(s) should ideally have at least (10) ten years' experience in renewable energy and project management. Relevant experience must include the preparation of project schedules and budgets, monitoring of project execution, and project reporting. Excellent oral and written communication skills are necessary.

4. APPLICABLE LAW

- 4.01 The RFP and any Contract resulting there from will be governed and abide by and construed in accordance with the laws of Anguilla. All RFP's shall be the property of ANGLEC and shall not be returned to the Bidder.

5. TERMS OF ENGAGEMENT

- 5.01 The Terms of Engagement will, unless otherwise stated, remain capable of acceptance by the Client for a period of 365 calendar days from the date thereof. The rates for fees and materials are subject to review from time to time, but the Consultant will give one month's notice of its intention to change the charging basis for current and continuing projects.
- 5.02 The fees set out in the Terms of Engagement are based on the Consultant's understanding of the ANGLEC's requirements as set out in the Terms of Engagement. The Renewable Energy Consultant reserves the right to make additional charges for:

- a. Staff time spent in excess of those estimated in the Terms of Engagement as a result of any delays caused in delivery of the Services due to any act or omission of the Client;
- b. Staff time spent travelling to the venue in excess of two hours in either direction;
- c. staff time for planning or other meetings requested by the Client in addition to those allowed for in the Terms of Engagement;
- d. all bought-in goods, services and sub-contracted items referred to in the Terms of Engagement as being necessary and charged for separately from the fees quoted in the Terms of Engagement.

6. CONFIDENTIALITY

6.01 Both during and after the provision of the Services, both parties shall keep confidential any information of the other party that is obtained in connection with the provision of the Services and that is clearly designated as 'confidential' or that is by its nature clearly confidential. Neither party shall use such Information except in connection with the Services nor divulge it to any third party without the prior written permission of the other party.

6.02 The provisions of this clause shall not apply to any information disclosed by a party {"Disclosing Party"} that:

- a. is in, or comes into, the public domain (except as a result of a breach of these Engagement Terms);
- b. was already in the possession of the Disclosing Party at the time of its receipt from the other party;
- c. is received by the Disclosing Party from a third party who was not under a legal obligation of confidentiality with respect to it;
- d. is required by law to be disclosed by the Disclosing Party.

7. RESPONSES

7.01 To be considered, two copies of the proposal must be submitted to the Office of the Anguilla Electricity Company Limited no later than **3:30 pm September 21, 2018** and should be addressed as follows:

Mailing Address	Courier Address
Mrs. Jeri Richardson-Charles	Mrs. Jeri Richardson-Charles
Corporate Secretary	Corporate Secretary
Anguilla Electricity Company Limited	Anguilla Electricity Company Limited
P.O. Box 400	Airport Road
The Valley, Anguilla	The Valley, Anguilla

Consultants mailing their proposals shall allow normal mail delivery time to assure timely receipt.

8. CONSULTANT EVALUATION

Consultants will be evaluated on the following information:

8.01.1 Related Project Experience

- a. Provide a list of related projects with experience with pertinent project information.
- b. Provide the name of the project manager for each similar project completed.
- c. References should be provided for each project.

8.01.2 Personnel Assigned to Project (Project Team)

Provide the name of the project manager to be assigned this work along with a description of their experience and expertise.

8.01.3 Understanding of the Project

Provide a brief statement as to the Consultant's understanding of the project.

8.01.4 Estimate of Hours & Fees

An estimate of hours and proposed fee to complete the tasks outlined in the Scope of Services.

8.01.5 Bidder's Legal Standing

Bidders must provide a list of all legal proceedings (including bankruptcy) to which the bidder or its subsidiaries or affiliates have been a party during the last ten (10) years.

9. ADDITIONAL DUE DILIGENCE

ANGLEC reserves the right to conduct additional due diligence on all shortlisted parties as it deems necessary. It is anticipated that any bidder that is selected will employ all reasonable efforts to complete negotiations with ANGLEC and execute a contract by November 2018.