

MINISTRY OF PUBLIC WORKS

MINISTRY OF ECONOMIC DEVELOPMENT

**Request for Qualifications**

**Project: Development of a 6MWAC Solar PV Facility at the Finger Point Location**

**Section IV. Application Forms**

17 August 2016

## **Section IV. Application Forms**

Table of Forms

Application Submission Form 2

Proponent Information Form (ELI-1.1) 5

Pending Litigation Form (CON-1.3) 6

Financial Performance Form (FIN-2.1) 7

Financial Qualifications Form (FIN-2.2) 9

Specific Technical Experience Form (EXP-3.1) 10

Application Submission Form

*Used to demonstrate compliance with Criteria 1.2 Conflict of Interest*

Date: *[insert day, month, year]*

Proponent’s Party Legal Name*: [insert full name]*

Title: ***RFQ – Development of 6MW Solar PV at the Finger***

Page *[p]* of *[insert total]* pages

To: *[insert full name of Government]*

We, the undersigned, apply to be qualified for the referenced Opportunity and declare that:

1. Our legal name is  *[insert]*
2. Our Consortium Partners are [*insert or write ‘none’]*
3. Our Subcontractors are *[insert or write ‘none’]/*We have chosen not to declare Subcontractors for this stage
4. We have examined and have no reservations on the Qualification Documents, including Addendum(s) No(s)., issued in accordance with Instructions to Proponents (ITP) Clause 7: *[insert the number and issuing date of each addendum]*
5. We (including any Consortium Partners and Subcontractors or Suppliers for any part of the contract resulting from this qualification process) meet the eligibility criteria in ITP 2,
6. We will at all times comply with the laws of Bermuda
7. The following is a complete and accurate list of commissions, gratuities, or fees that have been paid, or are to be paid, with respect to the qualification process, the corresponding bidding process or execution of the Contract:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name of Recipient |  | Address |  | Reason |  | Amount |
| *[insert full name for each occurrence]* |  | *[insert street, number, city, country]* |  | *[indicate reason]* |  | *[specify amount, US$ equiv.]* |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

*[If none has been paid or is to be paid, indicate “none”]*

1. We understand that you may cancel the qualification process at any time and that you are neither bound to accept any application that you may receive nor to invite the qualified Proponents to bid for the contract subject of this qualification, without incurring any liability to the Proponents
2. We unconditionally and irrevocably waive any defect, fault or deviation in the qualification and tender process conducted by the Government
3. The Government and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Application Submission Form will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information to provide such information deemed necessary and as requested by you to verify statements and information provided in this application, such as the resources, experience, and competence of the Proponent
4. the Government and its authorized representatives may contact the following persons for further information:[[1]](#footnote-2)

|  |
| --- |
| General and managerial inquiries |
| Contact 1 | Address and communication facilities |
| Contact 2 | Address and communication facilities |

|  |
| --- |
| Technical inquiries |
| Contact 1 | Address and communication facilities |
| Contact 2 | Address and communication facilities |

|  |
| --- |
| Financial inquiries |
| Contact 1 | Address and communication facilities |
| Contact 2 | Address and communication facilities |

Signed *[insert signature(s) of authorized representative(s) of the Proponent]*

Name [insert full name of person signing the application],

In the Capacity of [insert capacity of person signing the application] for [insert full name of Proponent].

Address *[insert address: street, number, town/city, country]*

I hereby warrant that I am duly authorized to sign the application for and on behalf of *[insert name of Proponent]*.

Signed *[insert signature(s) of an authorized representative(s) of the Proponent]*

Name [insert full name of person signing the application]

Dated on *[insert date]* day of *[insert month]*, *[insert year]*.

Form ELI – 1.1

Proponent Information Form

*Used to demonstrate compliance with Criteria 1.1 National Eligibility Criteria*

 Date: *[insert day, month, year]*

Proponent’s Party Legal Name*: [insert full name]*

Title: ***Request for Qualifications – Solar PV Development***

Page *[p]* of *[insert total]* pages

*[The following form shall be filled in by the Proponent, each (i) Consortium Partner, and (ii) any nominated Subcontractor (optional)]*

|  |
| --- |
| Legal name  *[insert full legal name]*  |
| Role in the Proponent organization: *[indicate: Lead Partner / Consortium Partner/ Subcontractor]*  |
| Proponent’s country of constitution: *[indicate country of constitution]*  |
| Proponent’s year of constitution:  *[indicate year of constitution]*  |
| Proponent’s legal address in country of constitution: *[insert street name, number, town /city, country]*  |
| Proponent’s authorized representative informationName:  *[insert full legal name]* Address:  *[insert street name, number, town /city, country]* Telephone/Fax numbers:  *[insert telephone/fax numbers, including country and city codes]* E-mail address: *[insert e-mail address]*   |
| Attached are copies of original documents of:* Articles of Incorporation or Documents of Constitution, and documents of registration of the legal entity named above.
* In case of Consortium, letter of intent to form Consortium or Consortium agreement.
* In the case of a Subcontractor, a statement of intent signed with the Proponent that you will be engaged to perform relevant specialized tasks
 |

Form CON–1.3

Pending Litigation Form

*Used to demonstrate compliance with Criteria 1.3 Pending Litigation*

Legal Name:  *[insert full name of entity]* Date: *[insert day, month, year]*

Proponent’s Party Legal Name*: [insert full name]*

Title: ***Request for Qualifications – Solar PV Development***

Page *[p]* of *[insert total]* pages

*[The following form shall be filled in by the Proponent and each Consortium Partner]*

|  |
| --- |
|  No pending litigation in accordance with Section III. Qualification Criteria and Requirements, Sub-Factor 1.3 Pending litigation in accordance with Section III. Qualification Criteria and Requirements, Sub-Factor 1.3 as indicated below. |
| Year | Outcome as Percent of Total Assets | Contract Identification | Total Contract Amount (current value, US$ equivalent) |
| *[insert year]* | *[insert* *percentage]* | Matter Identification: *[indicate subject matter of litigation]*Name of Litigating Party: *[insert full name]*Address of Litigating Party: *[insert street/city/country]*Matter in dispute: *[indicate main issues in dispute]* | *[insert amount]* |
| *[insert year]* | *[insert* *percentage]* | Matter Identification: *[indicate subject matter of litigation]*Name of Litigating Party: *[insert full name]*Address of Litigating Party: *[insert street/city/country]*Matter in dispute: *[indicate main issues in dispute]* | *[insert amount]* |

Form FIN–2.1

Financial Performance Form

*Used to demonstrate compliance with Criteria 2.1 Financial Performance*

*[The following table shall be filled in by the Proponent and by at least one partner in a Consortium]*

Legal Name: *[insert full name]* Date: *[insert day, month, year]*

Proponent’s Party Legal Name*: [insert full name]*

Title: ***Request for Qualifications – Solar PV Development***

Page *[p]* of *[insert total]* pages

|  |  |
| --- | --- |
| **Financial information in (US$ equivalent in 000s)** | **Historic information for previous 3****years**(US$ equivalent ‘000s) |
|  | Year 1[[2]](#footnote-3) | Year 2 | Year 3 |
| From Balance Sheet |
| Total Assets  |  |  |  |
| Total Liabilities  |  |  |  |
| Current Assets  |  |  |  |
| Current Liabilities  |  |  |  |
| Net Worth  |  |  |  |

Provide copies of audited financial statements to support the figures in the tables above. The financial statements shall:

1. reflect the financial situation of the legal entity that is the Proponent or Consortium Partner, and not sister or parent companies
2. be audited and verified by a certified accountant, and include signed declaration of such attached
3. be complete, including all notes to the financial statements
4. correspond to accounting periods already completed
5. be accompanied by a declaration from a legal representative of the Proponent stating that the above conditions have been complied with.

Form FIN–2.2

Financial Qualifications Form

*Used to demonstrate compliance with Criteria 2.2 Financial Qualifications*

*[The following table shall be filled in for the Proponent or for at least one partner in a Consortium]*

Legal Name: *[insert full name]* Date: *[insert day, month, year]*

Proponent’s Party Legal Name*: [insert full name]*

Title: ***Request for Qualifications – Solar PV Development***

Page *[p]* of *[insert total]* pages

|  |
| --- |
| From Income Statement[[3]](#footnote-4): |
| Total Revenue US$ 000s |  |  |  |  |  |
| *Of which: from sale of electricity from Solar Photovoltaic Generating Facilities* |  |  |  |  |  |
| *Of which: from construction of Solar Photovoltaic Generating Facilities* |  |  |  |  |  |
| Profits Before Taxes |  |  |  |  |  |
| Profits After Taxes |  |  |  |  |  |

The figures shown above shall:

1. reflect the financial situation of the legal entity that is the Proponent or Consortium Partner, and not sister or parent companies
2. be complete
3. correspond to accounting periods already completed
4. be verified by a certified accountant, and include signed declaration of such attached
5. be accompanied by a declaration from a legal representative of the Proponent stating that the above conditions have been complied with.

Form EXP–3.1

Specific Technical Experience Form

*Used to demonstrate compliance with Criteria 3.1 Specific Experience*

*[The following form shall be filled in for each Proponent, or a Consortium Partner, and shall be completed for each Solar PV Facility relied on]*

Legal Name: *[insert full name]* Date: *[insert day, month, year]*

Proponent’s Party Legal Name*: [insert full name]*

Title: ***Request for Qualifications – Solar PV Development***

Page *[p]* of *[insert total]* pages

**Name of Solar Photovoltaic Generating Facility:**

**Firm’s role:** *[EPC contractor / x% shareholder]*

**Location:**

**Generation Capacity:** *(in MWAC or MWp)*

**Year plant commenced commercial operation:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| ***USD ’000s*** | **2011** | **2012** | **2013** | **2014** | **2015** | **2016[[4]](#footnote-5)** | **Name of contractual counterparty** |
| **Revenue from EPC**  |  |  |  |  |  |  |  |
| **Revenue from electricity sales** |  |  |  |  |  |  |  |
| **Percentage shareholding in ordinary equity of project company** |  |  |  |  |  |  |  |

**Brief Description of plant:**

**Project company that owns facility:**

Legal name:

Address:

Representative:

Telephone number:

Email address:

**Contractual counterparty:**

Legal name of counterparty:

Address:

Representative we can contact:

Telephone number:

Email address:

To be accompanied by a declaration from an authorized representative (defining the authorized representative position) stating that the representations enclosed in this form are true.

1. Applications by Consortia should provide on a separate sheet equivalent information for each partner (not required for subcontractors). [↑](#footnote-ref-2)
2. The most recent year must be no earlier than 2013 [↑](#footnote-ref-3)
3. Income Statement from 2014, 2015, or 2016 [↑](#footnote-ref-4)
4. Can provide up to 2015, if 2016 data is not available [↑](#footnote-ref-5)