



Minutes of the Pre-Proposal Conference

RfP16/01212 „Development of the ESCO Market in Moldova through facilitating the energy service contracts”

28 March 2016, at 16:00 (Chisinau time) via Skype

Introduction:

The ESCO market is at incipient stages of development in Moldova and the lack of knowledge as well as awareness at the level of local authorities, private business companies and financial institutions, etc. is still there and this is a real threat to its balanced and sustainable development. Because of no previous experience in the field and limited access to hands-on methodologies to develop and sign energy performance contracts, the implementation of the model requires systematic, on the job training and assistance.

Based on the experience of other countries, the implementation of EPC projects required a combination of foreign experience and local professional knowledge to succeed. Therefore, one of the key to success in EPC projects is involving well-trained, experienced project facilitators, who would support the preparation and implementation of the project on behalf of the final beneficiary.

The purpose of the pre-conference to provide clarification information to all potential bidders regarding the expected results and other particularities of the interest relevant for this particular tender.

List of Acronyms:

EE – Energy Efficiency

EEA – Energy Efficiency Agency

EEF – Energy Efficiency Fund

EPC – Energy Performance Contract

ESCO – Energy Service Company

DH – District Heating

RfP – Request for Proposals

PIU – Project Implementation Unit

ToR – Terms of Reference

UNDP – United Nations Development Program

ESCO Moldova Project

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Questions and Answers:

Question1: What is the budget amount allocated for this activity?

Answer1: The companies should come with their own estimation of the amount required to implement all the task described in the Request for Proposals (RfP). The information regarding the available budget cannot be disclosed.

Q2: Question regarding the energy data availability on the target buildings.

A2: The Project Engineer has prepared short Technical Reports of the preselected buildings. 10 reports (for 10 public buildings) will be presented to all the companies that are interested to submit an offer for the present competition.

Q4: Does the PIU envisage to have one project per building or a project may comprise several buildings?

A4: For the moment, the PIU (Project implementation Unit) is planning to have 1 building per project, but if the financial reasoning will demonstrate the need of including more buildings per project such a decision will be particularly taken and approved.

Q5: Were there any Energy Audits reports of the buildings performed?

A5: The development of the Energy Audits is the responsibility of the Chisinau Municipality. The process of Energy Audits elaboration is ongoing and the results will be presented to the winning company.

Q6: The buildings are owned by Municipality or by Condominium association?

A6: According to the Project Document, it is planned to implement 20 projects, 15 in the public sector (owned by Chisinau Municipality) and 5 in the residential sector (owned by housing associations). At the moment the PIU will investigate the first 10 buildings (projects) and later, when the Facilitating Company will be selected, the rest 5 projects in the public sector and 5 in the residential sector will be selected.

Q7: Are the Energy Efficiency Agency (EEA) and Energy Efficiency Fund (EEF) familiar with EPC modality of financing EE projects.

A7: Although there are no institutions having practical skills in implementing monitoring ESCO projects, the EEA has sufficient knowledge and background to support the planned 20 projects. At the same time, the EEF will provide financing for the above mentioned projects.

Q8: What is the overall budget of the project portfolio implemented by EEF?

A8: The overall budget of the projects committed by the EEF is 10 million Euro.

Q9: Is the EEF a governmental or an independent institution?

A9: The EEF is a governmental institution under the Ministry of Economy.

Q10: What institution will be signing the EPC contracts?

A10: As a beneficiary, the Chisinau Municipality will sign the contracts with the selected ESCO companies. In the residential sector the Housing associations will be signing the contract with the selected ESCO companies.

Q11: Does the Municipality have the possibility to enter into multiannual contracts?

A11: Yes, under the new legislation on the Local Public Finance they can sign multiannual contracts.

Q12: The RfP was mentioning the political risks. Are there any measures prepared to be taken if such issues occur?

A12: We will make all the efforts to mitigate all the potential risks, using all available tools and capacities. This will be ensured by all the stakeholders, including UNDP, Energy Efficiency Fund, Energy Efficiency Agency and Ministry of Economy.

Q13: How strategic is the ESCO Project under the EEA and EEF activities.

A13: The partnership has a very strategic focus. The EEA is assisting the technical implementation of the projects and EEF is the institution that will provide the loans for the ESCO projects to be implemented. All the Project results are to be reported by the EEA in line with the energy policies. The EEF has allocated funds to implement projects in the private sector, and in both of the cases the partnership is of a very high strategic priority.

Q14: Does the PIU envisage to make reconstruction works of the buildings as well. Because such works would consume a big amount of the allocated budget.

A14: It is not the aim of the Project to perform building rehabilitation. In this context, the Chisinau Municipality is currently undergoing the preparatory activity to obtain a 500.000.000 Euro loan from the European Investment Bank (EIB) for the building rehabilitation. Due to the fact that we are working very closely with the Chisinau Municipality we are currently looking for some synergies between this two initiatives.

Q15: Is there an EPC Framework set up? Is there any legal procedure of procuring energy services under EPC in Moldova?

A15: The PIU has developed the template of the EPC, which can be shared on request (available only in Romanian). Under the current legislation the procurement of energy services will be performed using the competitive dialogue procedure.

Q16: Is the EPC template approved and available? Do ESCO's accept this contract?

A16: The EPC template itself is not a rule. The PIU developed a proposal and endorsed it with the Ministry of Economy, EEA and EEF. The contract was debated with the stakeholders and the ESCO's. However, the final version of the contract for a particular project can be totally different from the template.

Q17: Will the Facilitating Company have any influence on the Energy Audit process of the buildings?

A17: As it was mentioned earlier, the Chisinau Municipality is responsible to perform the Energy Audits, and the Facilitating Company could provide recommendations toward the process of conducting the Energy audits.

Q18: How many experts will be evaluated according to the Evaluation Criteria described on the page 21 of the RfP document (Management Structure and Key Personnel)?

A18: As the ultimate responsibility of the overall project implementation lies on the team leader and the senior expert, the evaluation will be done based on their profiles. However, this does not mean that the proposal should not comprise the information on the entire team.

Additional questions have been received from potential bidders by e-mail:

Q19: How many ESCOs are currently operational in Moldova?

A19: Currently there are no operational ESCOs in Moldova.

Q20: Are there any foreign (Non Moldavian) ESCOs operating?

A20: No

Q21: Do ESCOs have their own financing capability for type A (Shared Savings) contracts?

A21: No

Q22: For type B (guaranteed savings) & C (heat service) contracts, please advise if some financing has already been arranged with banks?

A22: The PIU has set up a LGF which will serve as a financing facility totaling 4000000 dollars loan program.

Q23: Is there an approved list of consultants to undertake the Energy Audits in Moldova?

A23: There is a list of accredited energy auditors available on the EEA webpage: <http://aee.md/eficienta-energetica/articole2/instrumente-pentru-eficien-a-energetic/auditarea-energetica/107-lista-auditorilor-energetici-autoriza-i-persoane-juridice>.

Q24: It is not clear from the Terms of Reference (ToR) what defines a successful project? Does that include implementation of the efficiency measures? Or just the launching of the 20 tenders and letting the contracts to ESCOs?

A24: The facilitator will be responsible for all the required steps up until signing the EPCs. The monitoring and verification is beyond this contract and should not be part of your offer.

Q25: The ToR indicates this to be a 19 month project. Is this time scale rigid or could it slip beyond 19 months?

A25: The time frame of the contract cannot be modified.

Q26: Please indicate the payment schedule envisaged.

A26: This issue will be decided with the winning company.

Q27: Please indicate what advance payment can be made and under what conditions.

A27: No advance payments are accepted and will not be performed.

Q28: Please advise whether inclusion of VAT (value added tax) in the invoices will be allowed.

A28: No.

Q29: Is the availability of the Key Experts requested full time or part time between April 2016 and December 2017? Is it a full time assignment or part time assignment between April 2016 and December 2017?

A29: It is up to the company to decide how many experts (full time or part time) are required to accomplish the envisaged tasks. The same applies to the international and local expertise.

Q30: Could you please clarify the meaning of “Home office” “Field Offices” and “Overseas”?

A30: It is up to the company to decide how much work should be done remotely and in the field by local and international consultants.

Q31: Is it correct to consider Expertise 1 as Key Expert 1 and Expertise 2 as Key Expert 2 (page 36 of the RfP, table B – Cost breakdown by Cost Component)?

A31: Please refer to the mentioned table as to a template, which can be modified according to your needs and requirements.

Q32: How much time the Client would like the provider to be at Chisinau to assist the municipality within this assignment?

A32: It is up to the service provider to decide how much time it is needed to spend in Chisinau, and how much work can be done remotely.

Q33: What is the major type of heating of the municipal buildings - is it local DH? Who is the owner of the exchange stations?

A33: The major type of heating is provided by the District Heating Operator (owned by the government). The owner of the exchange stations is Chisinau Municipality.

Q34: In the project reference template, it is specified that projects presented should not be older than 5 years. However in the evaluation table pertaining on the expertise of the firm (p. 20) criteria are as follows: At least 5 years of experience in providing facilitation of Energy Performance Services. (5 years – 30 pts, each additional year 10 pts., up to max. 100 pts.) Can you clarify how do you plan to count the points for each additional year of experience over 5 years if we are not allowed to present project references that are more than 5 years old?

A34: The service provider can present projects older than 5 years.

Q35: Could UNDP consider granting us with a delay in submission given that it is a very short period between the pre-proposal conference (March 28th) and the final deadline (April 7th).

A35: UNDP is not planning to make an extension of the deadline. Shall any changes arise; all interested companies will be informed accordingly.