United Nations Development Programme

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<u>**Call for the Expression of Interest (EoI) for the Development of Software, Supply and Delivery of Hardware for the Implementation of Philippine Renewable Energy Market System (PREMS)**</u>

<u>**PHL-EOI-2018-001**</u>

The United Nations Development Programme (UNDP) Philippine Country Office (CO) hereby invites interested vendors to submit their Expression of Interest (EOIs) to be short listed in relation to the upcoming procurement process for the Development of Software, Supply and Delivery of Hardware for the Implementation of Philippine Renewable Energy Market System (PREMS).

a) Project Description

The Renewable Energy Act of 2008 or Republic Act No. 9513 (RE Act) was passed into law with the principal objective of accelerating the exploration and development of renewable energy resources, increasing the utilization of renewable energy, encouraging sustainable development and utilization of renewable energy to effectively reduce harmful emissions, and establishing the necessary infrastructure and mechanisms to carry out the specified mandates. Consistent with the objectives of the RE Act, the Development for Renewable Energy Applications Mainstreaming and Market Sustainability (DREAMS) Project was created. The DREAMS Project is a joint effort of the United Nations Development Programme (UNDP), Department of Energy (DOE) and Global Environment Facility (GEF) aimed at promoting and facilitating the commercialization of the renewable energy (RE) markets through the removal of barriers to increase investments in RE-based power generation projects.

b) Scope

The Contractor shall provide Products and Services and other related components to deliver a complete, quality product; the Philippine Renewable Energy Market System (PREMS). It shall develop, customize, install and test application software, hardware and equipment, as well as provide system documentation (including the source code) for any development activities for the PREMS and provide user trainings. The PREMS shall also interface seamlessly with other market systems.

The Contractor's tasks shall cover, but not be limited to, the following:
- Conduct business process analysis and design enhancement of the PREMS through elicitation and elaboration with the PEMC project team, process owners and DREAMS project support group, if necessary;
- Strategize and formulate implementation plans for the efficient and timely accomplishment of all the PREMS features and project milestones;
- Integrate a module with another module, other software application and third -party software;

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- Conduct software planning, design and testing;
- Implement the development and customization of the system including software coding and defect-fixing;
- Provide Project Management Plan (PMP), Quality Management Plan (QMP), Deployment Plan (DP) and all the required software product documentation (including the source code, detailed business requirements, detailed software design specifications, test documents, training manuals, user/admin. guides, and other documents that may be deemed necessary to efficiently test, operate and maintain the PREMS);
- Deliver software products and configured hardware equipment, including other necessary incidental or third party software and hardware, based on the requirements provided by PEMC;
- Supply, install, configure and integrate commercial off-the-shelf software products or customized solution and hardware equipment delivered by the Contractor and third party software;
- Test and correct reported defects and issues;
- Install and configure the solution in the production environment and test hardware equipment;

To international bidders: Please note that a permanent and dedicated full- time representative must be present in Manila.

c) General Instructions and Required Documentation

In order to apply for the pre-qualification, the following documentation must be submitted to UNDP:

i. Profile of the company and organizational setup, including UNGM registration (if registered), product / services range proving relevance to the requested procurement scope; size, location, resources, areas of expertise, years in business for each area, client list, value of biggest contract, etc.

ii. Quality Assurance Documents (copies)

- Quality Assurance Certificates (e.g. ISO etc.) and/or other similar certificates, accreditations, awards and citation received, if any, issued by relevant International Authorities.

iii. Litigation and arbitration history:

All information regarding any past and current litigation during the last five (3) years, in which the supplier is involved, indication of the parties concerned, the subject of the litigation, the amount involved, and the final resolution, if already concluded.

iv. Audited financial statements for the last three (3) years:

Consolidated Balance Sheet, Profit & Loss/ Income Statement, and Cash Flow Statements.
Please ensure that remarks on the financial statement are included in your submission.

v. Previous relevant Experience:

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A Written Proof, Statement or Certificate of satisfactory performance issued by at least three (3) of the top clients for similar ICT projects preferably for energy markets or renewable energy markets.

The Contractor should have a success rate (successfully completed projects versus the number of contracts) of at least ninety percent (90%). In case/s of manpower replacement, the Contractor shall be able to accomplish the same within one (1) week.

vi. Staff Competency

The Contractor shall have qualified and highly trained project team and/or personnel who are competent in implementing software application development and testing processes, having thorough experience, the capability to understand the scope of services and its requirements.

The Contractor shall ensure that its corporation, project team and/or personnel has secured updated licenses, work permits and other documents to enable it to perform the services.

The composition of the Contractor's project team and/or personnel shall have the following qualifications:

Business Analyst shall have extensive experience in coordinating with users for the conduct of requirements elicitation, and analysis and translating it to system specifications and extensive experience in development of wide range of software applications in engineering, finance and management.

Project Manager shall have excellent project management skills

System / Database Administrator / Architect shall have extensive skills in database design and development, highly experienced in software, hardware and network configuration and troubleshooting

Programmer / Developer shall be proficient in the programming language chosen for the project

Tester / Quality Assurance Personnel shall be proficient in scheduling and executing various levels of test activities, analyzing test results and in the use of automated tools

Technical Writer shall be highly experienced in various documentation activities in all stages of the software development life cycle

Please note, EOIs / application for pre-qualifications which are incomplete may or may not be considered. UNDP will short-list vendors / suppliers based on an assessment of the submitted information.

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The following bidding documents will be issued in accordance with the Rules and Regulations of UNDP. Please note that this Call for EOIs does not constitute solicitation of commercial offers (bids), nor does it entail any commitment from UNDP, either financial or otherwise.

Interested vendors / suppliers should forward their Expression of Interest and application to prequalify including the above documentation (max. 4 to 5 MB per mail message with no limits on number of messages) to the following e-mail address and stating reference to this message:

Procurement.ph@undp.org

Or in hard-copy format of all application files to the address outlined below.

Procurement Unit
United Nations Development Programme (UNDP)
15th Floor North Tower, Rockwell Business Center Sheridan,
Sheridan Street corner United Street, Mandaluyong City

Application shall be received no later than 4:00 PM, 11th of July 2018 (Manila Time, Philippines)

Application received after the above deadline will not be considered.

Please ensure to mention reference number on the envelope submission, i.e. [PHP-EOI-2018-001 – EoI for the Development of Software, Supply and Delivery of Hardware for the Implementation of Philippine Renewable Energy Market System (PREMS). Any submission received without the correct reference number will not be entertained and will result in the rejection.

(sgd) Jennifer Nielsen
Procurement Specialist

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