

## **QUESTIONS AND ANSWERS**

**Reference is made to RFP UNOPS-UNEP-2016-S-010**, Provision of consultancy services for assessments of the district heating demands for the Global GEF project and data collection and analysis for the preparation of the District Heating Project in Banja Luka

**Question 1:** In point 4. Methodology and Activities section (a) the scope of services for the part “Increasing Investments in District Energy Systems in Cities – a SE4All Energy Efficiency Accelerator” is described, which will be based on available data collected by other activities under the DES Initiative. Would you kindly inform us, on the quality and quantity of the available data, e.g. general language of available documentation, electronic format or hard copy, data already processed/analysed or still raw material, institutional / regulatory framework documentation for China, India and Latin America in English?

**Answer 1:** **The information should be provided in both narrative and precise figures. As for the format of the delivery of the offer, we would request only the electronic version. We would need both the raw and processed data, and detailed summaries of institutional and regulatory framework data for all countries in English.**

**Question 2:** In point 4. Methodology and Activities section (a), *bullet point 2: Preparation of the brief cost benefit analysis, including range of consumer groups for each country* – Would you kindly clarify what will be the subject of the cost benefit analysis?

**Answer 2:** **The cost-benefit analysis should include the analysis on the alternative fuel sources, as well as the equipment related to the district heating/ cooling, but also the return investment time-wise.**

**Question 3:** In point 4. Methodology and Activities section (a), *bullet point 4 - Policy/ institutional gap analysis*. We understand that the analysis will consider the existing regulatory framework and analyze, which provisions hinder the development of energy efficiency and renewable energy projects for district heating. Moreover the development of a promoting surrounding for such projects will be analyzed. Please confirm.

**Answer 3: Yes, confirmed.**

**Questions 4:** In point 4. Methodology and Activities section (b) general: Responsible persons of the stakeholders in Banja Luka are identified, contacted and they are informed about the project or will the Contractor be responsible for such a communication? What is the quality of available data, e.g. data base available, electronic format, etc.?

**Answer 4: Communication will be done through UNEP. As for the quality of data, for the moment is unknown, but will mainly rely on annual reports of the company.**

**Question 5:** In point 4. Methodology and Activities section (b), bullet point 1: *Data collection and preparation of the socio-economic analysis of the City of Banja Luka.* Please clarify what would be the subject of the socio-economic analysis?

**Answer 5: The subject of the socio-economic analysis is the potential district heating, including tariffing system in the City of Banja Luka.**

**Question 6:** In point 6. Required Assets and Inputs - *Reference letters to be provided.* Due to the short submission deadline, it might be possible that the reference letters will not be available to the stipulated deadline. Is it possible to submit duly authorized statements by the management and submit the reference letters later, however it would be before the contract award? Please clarify.

**Answer 6: Yes, it is possible.**

**Question 7:** In point 6. Required Assets and Inputs – *The potential service provider should have minimum 3 years of experience in energy efficiency projects.* We understand that energy efficiency projects on supply side is meant as it is a supply side project? Please confirm.

**Answer 7: No, it's also on the regulatory and final users' part.**

**Question 8:** In point 6. Required Assets and Inputs – *Team Leader - Technical expert with experience in implementation of energy related projects in BiH and internationally with at least MSc in relevant field.* We understand the energy related projects in countries of former Yugoslavia would also be accepted, instead of projects in BiH. Please clarify.

**Answer 8: Only experience in BiH (at least one project) would be eligible due to complex regulatory and institutional regulations.**

**Question 9:** In point 6. Required Assets and Inputs – *Institutional/legal expert(s) with relevant experience with at least BA in law.* We understand that the legal expert shall have experience in institutional and capacity building, but not specifically district heating experience. In case that experience with district heating regulation is necessary, please clarify if it is possible to appoint district heating engineer with experience in preparation of district heating and energy efficiency regulation?

**Answer 9:** Advantage would be given to the legal expert with experience in district heating. There is a place for an engineer, at this point we are requiring a legal expert in field of district heating due to the project requirement.

**Question 10:** In point 6. Required Assets and Inputs – *Environmental specialist(s) with experience in similar assignments with at least BA in relevant field.* From the description in point 4. Methodology and Activities and point 5. Expected Outputs it is not quite clear, what would be the expected input of the requested expert. Please describe the role of the core experts, in order to be able to offer you an expert, which fits to the needs?

**Answer 10:** The project will require an environmental appraisal as well, meaning, the environmental related effects of current and projecting solutions for district heating/cooling should be provided. Also to be taken into consideration: it is a CTCN, climate-change related, UNEP project, so environmental aspects are more than crucial.

**Question 11:** In point 6. Required Assets and Inputs – *The service providers with experience working with international organizations on DH and energy efficiency in buildings is considered an important asset.* We understand that it is a supply side energy efficiency project. Please clarify the reference requests regarding energy efficiency in buildings and what is the evaluation criteria?

**Answer 11:** Please see response to question no. 7. It is not an evaluation criteria, but a meet-or-miss criteria.

**Question 12:** In point 8. Timing – *Service provider submitting an offer with shorter delivery times will be given preference during the evaluation.* Please clarify, how this criteria will be evaluated?

**Answer 12:** Upon equal offers, preference will be given to the proposal with shorter delivery time. Additional 1 point will be awarded to delivery of outcomes prior to dates provided in the ToR.

**Question 13:** Formal requirements – Please confirm that no minimum turnover, bank guarantee, quality certificates etc. are required.

**Answer 13:** As listed in mandatory requirements/pre-qualification criteria no minimum turnover, bank guarantee nor specific quality certificates are required.