



**BROADCASTING AUTHORITY OF ZIMBABWE  
REQUEST FOR EXPRESSIONS OF INTEREST  
BAZ/EOI/DOM/01/2021  
FOR THE**

**SELECTION OF CONSULTANCY SERVICES-  
SOLAR SYSTEM DESIGN AND INSTALLATION**

**PUBLICATION DATE: 15 OCTOBER 2021**

**CLOSING DATE: FRIDAY, 12 NOVEMBER 2021, AT 10:00 AM**

**SITE VISIT DATE: THURSDAY, 28 OCTOBER 2021, AT 11:00 AM**

**VENUE: BROADCASTING AUTHORITY OF ZIMBABWE  
27 BOSCOBEL WEST DRIVE, HIGHLANDS, HARARE**

**OCTOBER 2021**

**REQUEST FOR EXPRESSIONS OF INTEREST FOR PROVISION OF CONSULTING  
SERVICES  
(Firms Selection)**

REQUEST FOR EXPRESSION OF INTEREST FOR PROVISION OF CONSULTANCY, SERVICES  
FOR DESIGN, SUPPLY, DELIVERY, AND INSTALLATION OF SOLAR SYSTEM

**Proposal Reference number; BAZ/EOI/DOM/01/2021**

Required for expression of interest for provision of consultancy services for the design, Supply, installation, configuration, and installation of Solar System for Broadcasting Authority of Zimbabwe.

The Broadcasting Authority of Zimbabwe wishes to engage a consulting firm/ Contractor for the **DESIGN, SUPPLY AND INSTALLATION, OF SOLAR SYSTEM.**

The focus of the Authority is to design and install solar system suitable to power Broadcasting Authority of Zimbabwe.

Broadcasting Authority of Zimbabwe invites eligible/qualified and interested service providers/contractors of solar system design and installation to express their interest in providing the Authority with an efficient, cost effective and reliable Solar system that is compliant with internationally acceptable best practices, standards, and regulatory requirements.

The Agency invites eligible contractors/ consulting firms (“Consultants”) to indicate their interest in providing the services. Interested contractors/Consultants should provide information demonstrating that they have the capacity, required qualifications, relevant skills and experience to provide the services. The contractor/Consultant must show appreciation of the Public Procurement and Disposal of Public Assets Act (PPDPA Act).

**The Proposed system must:**

- Cover the Authority’s power problems in case electricity (ZESA) is not available
- Provide back-up facility of electricity

The following **MANDATORY** documents should be submitted together with the EOI.

1. Company profile and proof of company registration showing CR14, CR6 & Certificate of Incorporation.
2. Valid Tax Clearance
3. Valid NSSA
4. Current PRAZ registration **solar panels and accessories, spares and accessories— (Goods Category G/S/004) or installation, repair and maintenance of electrical equipment, generators, power back- up, equipment and miscellaneous electrical repair works— (Service Category S/I/002),**
5. Solar system Certifications signed by the Engineer. For example, Certifications to be done by a certified Engineer registered with Engineering council of Zimbabwe should be attached.
6. Signed joint venture agreement if there is any partnership with international or local vendors.

## **EVALUATION/ SHORTLISTING CRITERIA**

<b>PRE-QUALIFICATION CRITERIA</b>	<b>Document Proof</b>	<b>Weighting</b>
1. SOLAR SYSTEM DESIGN	The solution should power all BAZ critical electrical appliances and connections including, offices and borehole	<b>35 MARKS</b> <b>Type of SOLAR SYSTEM</b> <ul style="list-style-type: none"> <li>• DESIGN OF SOLAR SYSTEM (10 marks)</li> <li>• DESIGN OF BATTERY SET UP (10 marks)</li> <li>• CONNECTION WITH EXISTING POWER (10 marks)</li> <li>• DRAWING WITH CONNECTED SYSTEM TOGATHER WITH SOLAR, BATTERY AND INVETOR (5 marks)</li> </ul>
2. Availability of appropriate skills among staff.	CVs of personnel showing such experience. Experience as Engineer or Techician, in at least five (5) years contracts within the last five (5) years, that have been successfully and substantially completed and that are similar to the proposed solar system.  Related ERP Certifications for individuals.	<b>30 MARKS</b> <ul style="list-style-type: none"> <li>• 2 Qualified engineers and technicains (5 marks)</li> <li>• 3 Qualified engineers and technicains (10 Marks)</li> <li>• 4 Qualified engineers and technicains (15 Marks)</li> <li>• 5 Qualified engineers and technicains (20 Marks)</li> <li>• 6 Qualified engineers and technicains above (30 marks)</li> </ul> <b>Only with 5 years and above.</b>
3. Current reference sites.	Singed reference letters required. These can be provided by the entities where you have successfully designed and installed Solar system in Zimbabwe .	<b>10 MARKS FOR ALL REFERENCES</b> <ul style="list-style-type: none"> <li>• At least three zimbabwean references for design for solar system (5 marks)</li> <li>• At least three and above Local references for installations for solar sytem (5 marks)</li> </ul>
4. Registration with regulatory bodies	Registration with engineering council of Zimbabwe and Zimbabwe regulatory Authority of Zimbabwe or equivalent	<b>25 MARKS</b> Registration with engineering council of Zimbabwe or equivalent (10 marks) Provide proof Registration with Zimbabwe regulatory Authority of Zimbabwe ( 15 marks) Zimbabwe regulatory Authority of Zimbabwe
<b>TOTAL</b>		<b>100 marks</b>

The minimum technical qualifying score required to pass the selection /evaluation is **70 points and Only three to six contractors/ service providers** will be selected according to ranking of marks.

Short-listed Consultants will be invited to submit their proposals on a separate document based on the standard Request for Proposals for the selection of Consultancy services. Participation is open to Zimbabwean bidders only.

The method of selection will be Quality and Cost Based Selection.

The expression of Interest should be presented and clearly marked as follows:

CHECKLIST	SUBMISSION
i. Company profile and proof of company registration showing CR14/CR2, CR6 & Certificate of Incorporation.	
ii. Valid Tax Clearance	
iii. Valid NSSA	
iv. Current PRAZ registration	
v. Zimbabwe Energy Regulatory Authority ( ZERA) certified/ registered ( provided evidence)	
vi. Signed joint venture agreement <b><u>if there is any partnership with international or local vendors.</u></b>	
vii. Registration with Engineering Council of Zimbabwe ( provide evidence)	
viii. Availability of appropriate skills among staff	
ix. Current reference sites.	

### Clarification

Clarification of the bidding document may be requested in writing by any Bidder before Thursday 28 October 2021 and will be attended on the site visit date , and should be sent to The Accounting Officer , Broadcasting Authority of Zimbabwe in writing or email to [procurement@baz.co.zw/matthias@baz.co.zw](mailto:procurement@baz.co.zw/matthias@baz.co.zw)

### Submission

**Bids should be hand delivered at the Broadcasting Authority of Zimbabwe reception in sealed envelopes, endorsed on the outside with the ADVERTISED TENDER NUMBER, description, closing date and time as indicated. All submissions must be addressed to: Accounting Officer, Broadcasting Authority of Zimbabwe, 27 Boscobel Drive West, Highlands, Harare, Zimbabwe.”**

**STRICTLY No Online or email submissions.**

**Letter for submission of expression of interest**

To: *{Insert name of Procuring Entity}*

With reference to your invitation for expressions of interest for *{insert subject and proposal reference number}*, we express our interest in bidding for a contract to provide these services.

We provide the following information in relation to the short-listing criteria:

1. Qualifications and experience of the firm: *{Insert relevant information}*.
2. Availability of appropriate skills among staff: *{Insert relevant information}*.
3. Other short-listing criteria: *{Insert relevant information}*.

We submit the following documents in support of this information *{list any documents that were requested in the invitation for expressions of interest; if no documents were requested, delete this paragraph }*.

*{Delete whichever of the following statements do not apply: }*

1. This firm will be the sole provider of the requested consultancy services. **or**
2. We propose to provide the requested consultancy services as part of a joint venture with *{provide the name of the joint venture partner and details of the contribution the partner would make to the required consultancy services}*. **Or**
3. We propose to engage as sub-contractors *{provide the name of the sub-contractor and details of the contribution the sub-contractor would make to the required consultancy services}*.

*{In the case of 2 or 3 above}* We confirm that the firm mentioned above has agreed to be associated with this expression of interest.

*{Name and postal and physical address of firm submitting the expression of interest, together with name of contact person and contact details, including telephone number and e-mail address. The firm's website address should be provided, if available. }*