

# SME Energy Efficiency Scheme (SMEES)

## Request for Quotation (RfQ)

We are seeking quotations for the project as described below. Please ensure that any proposals address every detail of the specification and general requirements in order for them to be considered. The company requesting the quotation (details below) is not required to consider any quotations that do not meet all of the aspects of this document.

The SME Energy Efficiency Scheme (SMEES) is an initiative led by Tees Valley Business, which is the local growth hub for Tees Valley and part of the Tees Valley Combined Authority, to support SMEs in the Tees Valley to improve energy efficiency and save money.

SMEES is part funded by the European Regional Development Fund (ERDF) as part of the European Structural and Investment Funds Growth Programme 2014-2020. Support is delivered by technical specialists at Narec Distributed Energy, and is fully-funded for SMEs with trading addresses within Darlington, Redcar & Cleveland, Hartlepool, Stockton-on-Tees and Middlesbrough.

## Details of the opportunity

One of the companies or Small and Medium-sized Enterprises (SMEs) participating in the SMEES project is currently seeking quotations from suitably qualified and experienced organisations to supply and install Solar PV at their trading address.

## Company requesting quotation

Legal name	<b>Eaglescliffe and District Golf Company Limited</b>
Trading address	<b>Eaglescliffe Golf Club, Yarm Road, Eaglescliffe, Stockton-on-Tees</b>
Post code	<b>TS16 0DQ</b>
VAT number	<b>2579 032 43</b>

## Contact details

Contact name	<b>Melanie Hovenden</b>
Email	<b>accounts@eaglescliffegolfclub.co.uk</b>
Phone	<b>07814121510</b>

## Specification

The company detailed above requests quotations for the supply and installation of the following energy efficiency improvements to the Golf Club.

Flat roof solar photovoltaic (PV) system for the client's Club House, for an area of roof approximately 500m<sup>2</sup>. There are some additional areas of pitched roof, one of which (62m<sup>2</sup>) faces approximately Southeast and another (35m<sup>2</sup>) faces Southwest. The roof areas identified are estimated to accommodate approximately 45kWp if oriented Southwest or higher if arranged east/west back-to-back.

Quotations are requested for the supply and installation of a complete turnkey PV installation involving these roof areas, having a minimum capacity of 40kWp. The proposal must include the supply and installation of all PV modules, framing, mounting, and fixing/ballast systems, inverters and all associated cabling. The system must be designed to meet current industry best practices and allow for any applicable requirements for safe working at height to allow for proper maintenance.

Any works, tools or equipment not mentioned in this RfQ that is required for completion of the system installation must be either included in the proposal or otherwise specified in a list of excluded items.

The supplier will be responsible for system design, ensuring that the proposed system is compatible with the existing roof coverings, and that the roof structure is adequate for the mass and wind loading expected from the installed equipment.

Proposals should include details of the system design and performance expectations in terms of total annual generation, self-consumption and export.

The supplier (or their subcontractors) must be adequately accredited to carry out the proposed works and create the necessary connections to the commercial three-phase supply for the site. In addition, we also request that suppliers are MCS (Microgeneration Certification Scheme) certified or can demonstrate conformity to equivalent quality systems and practices for the sales, design and installation of PV generation.

A site survey is possible although this must be arranged in advance via the contact named above.

Please see further general requirements overleaf.

## What is required from all interested parties

A quotation must:

<input type="checkbox"/>	Be on letterhead or clearly identify the legal entity quoting (name of limited company etc.).
<input type="checkbox"/>	Make reference to this RfQ document.
<input type="checkbox"/>	Be dated with a validity period. To allow the procurement process to be completed, quotations must be valid for a minimum of 30 calendar days.
<input type="checkbox"/>	Fully meet the specification or detail how an alternate solution is more appropriate.
<input type="checkbox"/>	Clearly state the manufacturer and model number(s) being specified, and the quantity and proposed onsite location(s) of each.
<input type="checkbox"/>	Provide manufacturer datasheets for products and detail within the quotation how many of each specific type of product are to be installed.
<input type="checkbox"/>	Clearly state the warranty period(s) for the proposed equipment, as well as the workmanship.
<input type="checkbox"/>	State the total amount, both excluding and including VAT.

## How successful supplier/candidate will be chosen

The procurement decision will be made by the company requesting the quotation and not by the SMEES delivery team. A contract will be awarded based on the following criteria:

- Total cost
- Performance of the carbon saving equipment
- Overall level of suitability of the carbon saving equipment
- Qualifications and level of relevant experience of the supplier/candidate.

## Deadline and details of how to apply

Quotations should be submitted to the email address under contact details on page 1 of this document.

This advert was issued on 16/12/2021 and the deadline for responses is 23:59 on 04/01/2022.