



WWF Polska

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Reference number assigned to the case by the Contracting Authority: RES/01/01/2021/OK

REQUEST FOR QUOTATION

on providing a publication on a climate-proof renewables development path within a 2030, 2040 and 2050 timeframe with an aspirational '100% renewables' target.

I. Description of the project

The project is entitled '**A climate-proof renewables development path within a 2030, 2040 and 2050 timeframe with an aspirational '100% renewables' target**'. The Contracting Authority is seeking a contractor that is ready to provide a publication in Polish and English, with an executive summary and presentation of its results in Polish and English, on the optimization of the electricity generation mix in Poland in order to achieve a high share of renewables by 2030, climate neutrality in the 2040s and an aspirational target of 100% renewables by 2050. This should take into account the electrification of other sectors, which will be connected with their decarbonization, e.g. in heating and cooling, transportation, and industrial production. The modelling should provide results with the aforementioned assumptions at the lowest possible cost per MWh of energy supplied as well as include environmental challenges.

II. Ordering mode

The contract award procedure is conducted based on the internal Code excluding the Public Procurement Law.

III. Subject of the order

The subject of this order is a service consisting of **providing a consulting publication 'A climate and environmentally-proof renewables development path for Poland within a 2030, 2040 and 2050 timeframe with an aspirational '100% renewables' target'**.

The detailed scope of the contractor's tasks and obligations is specified in Annex 1 to this letter of inquiry - description of the subject of the contract.

IV. CPV codes

79970000-4 Publishing services (*Usługi publikacji*)

22100000-1 Printed books, brochures and flyers (*Drukowane książki, broszury i ulotki*)

V. Supplementary or partial offers and variants

- 1) The Contracting Authority does not provide the possibility of submitting partial offers.
- 2) The Contracting Authority does not provide the possibility of submitting supplementary offers.
- 3) The Contracting Authority does not provide the possibility of submitting variants.
- 4) Each contractor is entitled to submit only one offer.

VI. Date of completion, milestones and interim review

1. The order in one of the selected languages (Polish or English) must be completed within 6 months from the date of concluding the contract. The translation into the second language (English or Polish) must be based on the final version of the report and be finalised within 21 days.



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2. The contractor will present a specific working plan within the first 30 days with clearly defined milestones.
3. No later than 30 days after signing the contract the environmental assumptions (regarding e.g. wind power, bioenergy or hydroelectricity) will be agreed between WWF Poland and the contractor.
4. Milestones will be presented every 30 days during a meeting of a 'steering committee'. During the meetings of the 'steering committee' selected people from outside of WWF Poland may attend. After each meeting of the 'steering committee' WWF Poland will have 5 days to provide additional written or oral feedback (going beyond or specifying the feedback provided during the meeting).
5. Advanced results presenting the 'aspirational modelling' (for eventual further discussion) and chapters providing the context and assumptions of the research must be presented no later than after 4 months since the date of concluding the contract. WWF Poland will have 14 days to provide feedback.
6. A final draft of the **full** report must be presented no later than after 5 months since the date of concluding the contract. WWF Poland will have 14 days to provide feedback.

VII. The estimated budget

The budget estimated by the Contracting Authority for the execution of the project is approx. **70 000 EUR**.

VIII. Conditions for participation in the procedure

1. Proposals can be submitted by contractors who meet the following criteria:

- at least seven years of professional experience in energy market analysis.
- at least five consultancy, academic, or analytical publications regarding energy mix modelling. This can include reports for NGOs, (inter-)governmental organizations, state, or research institutions, companies in the energy sector
 - a. This should include:
 - i. at least one publication in English, and
 - ii. at least two reports in the last three years.

IX. Offer evaluation criteria, percentage weights assigned to individual criteria and the method of scoring

1. Price – 70 %

The criteria will be assessed in accordance with the following rule:

$$C_A = \frac{C_{min_A}}{C_{oA}} * 70 \text{ pts.}$$

where:

- C_A** – point value of the assessed criteria
- C_{min_A}** – the lowest price from the offers submitted
- C_{oA}** – price of the evaluated offer



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2. The inclusion of environmental aspects: 17%

- Previous experience in including environmental aspects into an energy analysis e.g. regarding the limitations of sustainable bioenergy potential, bird migratory routes or the impact of offshore wind on marine habitats:
 - 0% - inexperience
 - 1% - between 1 - 2 energy analysis e.g. regarding the limitations of sustainable bioenergy potential, bird migratory routes or the impact of offshore wind on marine habitats
 - 2% - between 3 - 5 energy analysis e.g. regarding the limitations of sustainable bioenergy potential, bird migratory routes or the impact of offshore wind on marine habitats
 - 3% - 5 and more analysis e.g. regarding the limitations of sustainable bioenergy potential, bird migratory routes or the impact of offshore wind on marine habitats
- Previous experience in conducting a spatial analysis on the deployment potential of a selected renewable energy source (e.g. onshore wind) in an EU Member State, the UK, Norway or Switzerland (2%) and Poland (2%)
- A declaration to provide:
 - a spatial analysis for Poland on the onshore wind potential: 8% (including: 1) conflicts with protected areas and with the other (non-energy related) land use, 2) the inclusion or exclusion of forested areas, 3) the distance from inhabited areas), 4) the wind conditions, 5) potential grid connections;
 - an assessment of the sustainable nationally-sourced bioenergy potential (including biomass, biofuels and biogas): 1%
 - pumped-hydro energy storage potential: 1%

3. Presentation and discussion of the concept: 10%

The Contracting Authority plans a meeting with the potential Contractors during which the Contractors would be assessed based on:

- the presented methodology
- the complexity of the proposed measures
- the presented experience of the team and its members: publications and presentations offered
- the presentation skills and examples of presenting data in an approachable and engaging manner.
- The flexibility of the potential contractor in dealing with changing needs (e.g. due to policy developments)

The potential contractor should prepare a presentation lasting up to 25 minutes presenting the approach, hypothesis, methodology (including information on the selected model), experience and potential report layout. The presentation will be followed by a discussion lasting up to 30 minutes.



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4. Results replicability: 3%

- Providing the data in an open-access format (1%)
- Providing tools enabling the contractee and/or third Party actors to replicate and test the results provided by the contractor (2%)

The final number of points (PO) will be calculated according to the formula: The sum of points awarded in the criteria Price, The inclusion of environmental aspects, Presentation of the concept and Results replicability.

The Contracting Authority will select the contractor with the highest scoring offer to perform the task.

If it is not possible to choose the best offer due to the fact that two or more offers provide the same score or the offered prices exceed the contractee's budget, the Contracting Authority reserves the right not to make a choice and to negotiate the price. The Contracting Authority may invite contractors to submit additional offers. Additional offers should contain a price not higher than the original price.

X. **The method of calculating the price**

1. The price will include all costs related to the execution of the order. **It should be given in Polish zlotys.**
2. All activities related to the calculation of the price and affecting its amount should be performed by the Contractor with due diligence.
3. The price should be calculated in such a way as to include all costs to be borne by the contractor for the proper performance of the subject of the contract.
4. The contractor specifies the price of the contract by indicating the total cost to be borne by the Contracting Authority in the form.

XI. **Date and place of submitting offers**

1. Offers must be submitted to the following e-mail address: okulik@wwf.pl
2. The offer (without '3. Presentation and discussion of the concept') should be submitted no later than **on Monday 8 February 2021 by noon (CET)**. The date and time of receiving the offer is determined by the date of delivery to the e-mail. The contractee will try to confirm the reception of the emails.
3. Offers submitted after the deadline will not be considered.
4. **The '3. Presentation of the concept' of the potential contractors will be held up until 16 February 2021 in an online format.**
5. An offer submitted by e-mail should refer to the reference number of the enquiry in the subject of the message.
6. During the examination and evaluation of the submitted offers, the Contracting Authority may demand explanations from the contractors regarding the content of the submitted offers, and the Contracting Authority is entitled at every stage of the procedure to ask the contractors to supplement the documents necessary for the correct evaluation of the submitted offer.

XII. **Information on the scope of exclusion**

The possibility to participate in the proceedings is disallowed for contractors who:



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1. are entities related to the Principal either personally or in terms of capital. Capital or personal relations shall be understood as mutual relations between the Contracting Authority or persons authorized to contract liabilities on behalf of the Contracting Authority or persons performing on behalf of the Contracting Authority activities related to preparation and execution of the procedure for selection of the contractor and the contractor, consisting in particular in the following:

- a) participation in the company as a partner in a civil partnership or a partnership,
- b) holding at least 10% of shares or stocks,
- c) acting as a member of the supervisory or management body, proxy,
- d) being married, in a relationship of kinship or affinity in the direct line, second-degree kinship or affinity in the collateral line or adoption, custody or guardianship.

2. In order to prove that the contractor is not subject to the aforementioned exclusion, the contractor shall submit a declaration in accordance with the model constituting Annex 4 to this request for quotation.

XIII. Explanation mode

1. Each contractor has the right to ask the Contracting Authority to clarify the content of the inquiry. The contractors' questions shall be sent to the following e-mail address: okulik@wwf.pl.
2. The Contracting Authority shall immediately provide an answer, which will be published on its website: <https://www.wwf.pl/o-nas/przetargi> as well as provided in an email reply.

XIV. Procedure of the announcement of the results of the proceedings

All contractors who submit offers will be informed about the results of the procedure, and the selected contractor will be additionally informed about the date and place of signing the contract.

XV. Annexes

The following documents are attached to this inquiry:

Annex no.	Name
<i>Annex 1</i>	Description of the subject of the contract
<i>Annex 1a</i>	Concept of publication
<i>Annex 2</i>	Sample offer form
<i>Annex 3</i>	Statement on meeting the conditions for participation in the proceedings
<i>Annex 4</i>	Declaration of no capital or personal ties
<i>Annex 5</i>	GDPR information clause
<i>Annex 6</i>	Relevant provisions of the agreement