

DATE: 29 DECEMBER 2021

REQUEST FOR INFORMATION (RFI): 2021/RFI/003

ON

SOLAR-PV COOKING SYSTEMS FOR HOUSEHOLDS

CLOSING DATE AND TIME: 23 FEBRUARY 2022 – 23:59 HRS CET

The Office of the United Nations High Commissioner for Refugees “UNHCR” is requesting information regarding standalone solar-PV cooking system for households.

This Request for Information (RFI) seeks market information regarding solar-PV cooking system for households. This RFI is not a solicitation process and will not result in a contract award, nor does it create any obligation on the part of UNHCR. This RFI is not intended to solicit proposals from prospective vendors, but to gather information that would help UNHCR understand the market situation. Responses to this RFI will not be used to prequalify vendors. This RFI seeks to collect information/data that will be used to understand capabilities in the market. All costs associated with the preparation of a response to this RFI shall be covered by the Vendor.

1. General information:

UNHCR is a global organization dedicated to saving lives, protecting rights and building a better future for refugees, forcibly displaced communities and stateless people. UNHCR's activities include the provision of access to clean cooking.

In order to extend options for clean cooking, UNHCR is interested in the procurement of standalone solar-PV cooking system for households, especially for pre-positioning and deployment during emergencies. Solar-PV cooking refers to a system comprising of photovoltaic (PV) panels, batteries, an electric cooking device and all required auxiliary material.

The standalone solar-PV cooking system for households needs to sustain the cooking needs for 3 meals a day for a 5-person household.

2. Request for information:

UNHCR is soliciting the market for information and to identify potential suppliers, with the following objectives:

- Survey the market to identify potential suppliers for solar-PV cooking system for households in the marketplace
- Identify the scope for a more formal tender for the procurement of solar-PV cooking system for households
- Identify geographic regions, countries in which potential suppliers and the corresponding solar-PV cooking system for households can operate
- Identify best practise standards
- Determine whether more than one provider would be required to deliver solar-PV cooking system for households world-wide

The intention of this RFI is to gather information and gain understanding of the current market of solar-PV cooking system for households. Subsequent to this RFI and the submissions received, UNHCR may seek clarification(s) to the information provided by your firm.

Potential suppliers are invited to review the detailed requirements stated in **Annex A – Technical Specifications** for context to the overall solution requirement. Further annexes as follows form integral part of this RFI.

- Annex B: UNHCR General Conditions of Contracts for the Provision of Goods and Services – 2018 July revision
- Annex C: Vendor Registration Form

In case of any clarification is needed with regards to this RFI, please consolidate and send your request to retyi@unhcr.org . In the interest of transparency, UNHCR may decide to publish the clarifications to all potential suppliers. The names of potential suppliers will remain anonymous.

3. Submission Instructions:

Potential suppliers are requested to submit information including but not limited to the following points:

- Information on the product defined in **Annex A – Technical Specifications**
 - Product description (incl. photos, technical drawings, schemes etc.)
 - Product operating instructions (inc. photos, technical drawings, schemes etc.)
 - Technical specifications of product, incl. compliance with internationally recognised standards
 - Assumptions / basis for sizing of product
 - Integration of product in pay-as-you-go system
 - Quantitative availability of product
 - Case studies on product use, references of product users
 - etc.
- Information on supplier
 - General information on supplier
 - Overview on professional experience and activities related to solar energy and other domains
 - Production capacity, storage location, etc...
 - Geographical operation (list of countries or regions)
 - Fill in **annex C - Vendor Registration Form**
 - etc.

Interested parties are requested to respond in writing not later than 23 February 2022 - 23:59 Hrs CET.

The documents must be sent by email to retyi@unhcr.org and copying vandijk@unhcr.org .The covering letter must bear your official letter head, clearly identifying your company. Documents including attachments should be submitted in PDF format. Copies of the PDF format documents may, as an addition, be included in Excel or other formats etc.

It is your responsibility to verify that all emails have been received properly before the deadline. Please know the email policy employed by UNHCR limits the size of attachments to a maximum of 10 MB, so it may be necessary to send more than one email for the whole submission.

Please indicate in the email subject field:

- 2021/RFI/003: Solar-PV cooking system for households
- Name of your firm/company with the name of the attachment
- Number of emails sent e.g. 1/3, 2/3, 3/3 etc.

All propriety, confidential information or any other limitations on the disclosure must be clearly marked and labelled. To the fullest extent consistent with UNHCR's rules and legal obligations, information identified by the respondent as "Propriety" or "Confidential" will be kept confidential.

UNHCR will review the responses and may seek further clarifications and information from certain respondents. These requests for clarifications or information may take the form of communication by telephone, in writing or emails. In addition, certain RFI respondents may be invited to present their responses and/or conduct on-site demonstrations to UNHCR. UNHCR will not bear any costs relating to such presentations or to the preparation and submission of the RFI responses.

Note: This document is not construed in any way as an offer to contract with your firm.



p.p. **Fabrizio Bertora**

Chief of Section

HQ Procurement Section

Supply Management Service

UNHCR