



Request for Quotation (RfQ)

Ref: LCEI-LJMU- 037

N.B. This Request for Quotation (RfQ) is being promoted by Low Carbon Eco-Innovatory (LCEI) on behalf of the company stated below as part of their assistance through the UKSPF-funded LCEI project. The company will be solely responsible for all scoring and decision-making processes.

Name of item/system required	Supply & installation of 50.69kWp solar system		
Company Name	Uniform Communications Ltd.		
Address	Third Floor, Bold St Studios, 9-19 Bold Street, Liverpool, L1 4DN		
1. Background			
Uniform is a creative business based on Bold Street, Liverpool that plans to decarbonise by installing a solar system on the roof of their building.			
2. Requirement:			
A detailed list of the anticipated works required is included as Addendum 1 to this Request for a Quotation* (RFQ).			
3. In your quotation, please provide evidence of your company's ability to;			
a) Demonstrate value for money (costs)			
b) Be able to complete the project by 15 th January 2025 in line with LCEI funding regulations			
c) Meet the specification of the required item			
d) Detail why your product is deemed suitable to the company and their requirements specified			
e) Sustainability/ESG credentials of your business operations and more specifically about the product			
Please advise in your quotation if a physical visit, by how many people and for how long, to the premises is required to undertake the described work.			
4. Deliverable Timescale:			
It is anticipated that this project will commence in		Aug 2024	
And be completed by		Oct 2024	

5. Indicative Budget:

Between £30-60k

6. Evaluation Criteria: Quotations will be assessed and scored on the following criteria:

- **Cost/Value for money (25%):** Does supplier offer value for money. This will not necessarily be the cheapest quote.
- **Delivery Timescale (25%):** Supplier must demonstrate they can deliver to timescales above.



- **Specification (20%):** Supplier must provide a detailed specification and evidence that it is best suited to the business and specific site requirements.
- **Quality/ Technical Merit (20%):** Supplier must demonstrate they have the technical and professional capability to deliver the requirement and a track record of successful similar installations
- **Sustainability/ESG (10%):** Show commitment to decarbonisation.

7. Scoring Methodology

4 Excellent	Proposal meets and, in some places, exceeds the required standard
3 Good	Proposal meets required standard
2 Acceptable	Proposal meets the required standard in most respects, but is lacking or inconsistent in others
1 Poor	Proposal falls short of expected standard
0 Unacceptable	Completely or significantly fails to meet required standard or does not provide the relevant answer

8. Proposal Format:

Your proposal should clearly demonstrate how it meets the requirements set out above.

Please provide details of any sub-contractors you will use to deliver this work.

Alongside a detailed specification, please provide a rationale for why the proposed installation is most suitable to the site and business requirements.

Please provide a project timeline with key milestones

9. Deadline and Submission:

Completed quotations responding to this RFQ must be e-mailed to:

N.B: Email subject must include the RfQ Code e.g. LCEI-LJMU- 037

michelle.ford@uniform.net

and

EcoInnovatory@ljmu.ac.uk

No later than 17:00 Greenwich Mean Time on:

Tues 16th July 2024

Date Published:

09/07/2024

This work is part funded though UKSPF Low Carbon Eco-Innovatory (LCEI). LCEI is a partnership between Liverpool John Moores University and University of Liverpool, funded by the UK Government through the UK Shared Prosperity Fund with the Liverpool City Region Combined Authority as the lead authority.



Conditions of Tender:

Please be aware that there is no regulatory obligation for us to provide feedback if you are unsuccessful.

We reserve the right to discontinue this tender process at any time and not award a contract.

You will not be entitled to claim from us any costs or expenses which you may incur in preparing and/or submitting your Tender at any stage of this exercise. This applies whether or not your organisation is successful.

Addendum 1

See Solar PV System Spec pdf

Addendum 2.

See Bold St Studios – Solar roof plan pdf

<https://www.ljmu.ac.uk/microsites/low-carbon-eco-innovatory/>

<https://www.ljmu.ac.uk/microsites/low-carbon-eco-innovatory/lcei-grant-scheme>

Addendum 1: Specification for installation of Solar PV System

This specification outlines the requirements for the design, supply, installation, testing, and commissioning of a minimum 50.69kWp solar photovoltaic (PV) system.

The system will be installed at Bold Street Studios, 9-19 Bold Street, Liverpool, L1 4DN and is intended to reduce the business's reliance on grid electricity and promote sustainable energy use.

1. Scope of Work

- Design: Detailed design of the solar PV system, including layout, electrical schematics, and structural analysis
- Supply: Procurement and delivery of all necessary equipment and materials
- Installation: Mounting of solar panels, electrical wiring, and integration with the existing electrical system
- Testing and Commissioning: Comprehensive testing of the installed system to ensure functionality and compliance with specifications
- Documentation and Training: Provision of all necessary documentation and training for the operation and maintenance of the system

2. System Components

- Solar Panels: Modules with a minimum capacity of 50.69kWp
- Inverters: String inverters or microinverters to convert DC to AC power
- Mounting Structure: Durable and weather-resistant mounting structures, compatible with the roof or ground mounting as applicable being mindful of existing flat and pitched roof maintenance
- Electrical Components: Wiring, connectors, switchgear, and protection devices compliant with relevant standards
- Monitoring System: Real-time monitoring system to track performance and energy generation

3. Design Requirements

- System Capacity: 50.69kWp (minimum)
- Estimated Annual Output: [kWh/year, based on site-specific data]
- Module Orientation and Tilt: Optimized for maximum energy production, considering site-specific conditions
- Shading Analysis: Comprehensive shading analysis to minimize shading losses
- Electrical Design: Single-line diagrams, load flow analysis, and voltage drop calculations

4. Installation Requirements

- Site Preparation: Clearing and preparation of the installation site, ensuring a clean and safe working environment.
- Structural Integrity: Verification of roof or ground structure to support the PV system, including any necessary reinforcements.
- Mounting and Alignment: Proper alignment and secure mounting of solar panels to withstand local wind and weather conditions.

Third Floor, Bold St Studios
9-19 Bold Street
Liverpool L1 4DN

+44 151 709 9055

uniform.net
wearecontinuous.net
somerwhereagency.net

- Electrical Connections: Safe and compliant electrical connections between panels, inverters, and the main distribution board.
- Safety and Compliance: Adherence to all relevant safety regulations, building codes, and electrical standards.

5. Testing & Commissioning

- Pre-Commissioning Tests: Inspection of all components, verification of electrical connections, and initial performance testing.
- Commissioning Tests: Comprehensive testing including insulation resistance, continuity, polarity, and performance tests.
- Grid Connection: Coordination with the utility provider for grid connection and approval.
- Performance Verification: Measurement of initial system performance and comparison with design expectations.

6. Documentation & Training

- Operation Manual: Detailed operation manual including system overview, operating procedures, and troubleshooting.
- Maintenance Schedule: Recommended maintenance schedule to ensure long-term performance and reliability.
- As-Built Drawings: Finalized design drawings reflecting the actual installation.
- Training: On-site training for operational staff on system operation, monitoring, and basic maintenance.

7. Warranty & Support

- Equipment Warranty: Minimum 25-year performance warranty for solar panels and 5-10 years for inverters.
- Installation Warranty: Minimum 2-year workmanship warranty covering installation quality.
- Support Services: Availability of technical support and maintenance services.

8. Compliance & Standards

- Regulatory Compliance: Compliance with local and national regulations, including building codes and electrical standards.
- Industry Standards: Adherence to relevant industry standards

9. Project Timeline

- Provide a timeline that covers the following specific phases with start and end dates:
 - Design
 - Procurement
 - Installation
 - Testing and Commissioning Phase
 - Completion Date

10. Contact Information

- Project Manager: [Name, Contact Information]
- Technical Support: [Name, Contact Information]

Do not scale from this dwg
Please check all measurements on site



1) ALL DIMENSIONS TO BE CHECKED ON THE FINAL
NOT SCALED FROM THIS DRAWING.
2) MALCOLM HOLLIS SHALL BE INFORMED BY
WRITING OF ANY DISCREPANCIES.
3) ALL DIMENSIONS ARE DIMETERS ONLY.

Lease Demise

[illegible]

→ Profitability

5

Tab.	Date	Amendments
THIS DRAWING IS FOR THE FOLLOWING PURPOSE ONLY:		

9-19 Bold Street, Liverpool
Lease Plan

Roof Plan

AEW UK
33 Jermyn Street
London
SW1Y 6DN

PROJECT NAME
9-19 Bold Street
Liverpool
L1 4DN

malcolm hollis
The Plaza
100 Old Hall Street
Liverpool L3 9QJ
T 0151 600 5371
F 0151 236 3028
W malcolmhollis.com

DESIGNED BY DIT	DATE 05.06.17
SCALE Various @ A3	CHECKED BY TP
DRAWING NO 58170-UP-RF-9-19	REV. NO.





