

**To:** Offerors

**Date:** July 14, 2022

**From:** Procurement and Partnerships Team, INVEST Project; Implemented by DAI Global LLC

**Subject:** Request for Proposals (RFP) INVEST-108: Haiti Off-Grid Energy Market Assessment

**Due:** **1:00PM EDT on August 5, 2022**

Dear Offerors:

Enclosed is a Request for Proposals (RFP) to support the implementation of DAI's [INVEST](#) project funded by the United States Agency for International Development (USAID). [DAI](#) invites firms to submit a proposal for work to be funded by USAID under the Haiti Office of Infrastructure, Energy, and Engineering (OIEE) Buy-in.

- I. **RFP Process and deadlines:** This solicitation will result in the award of one Firm Fixed Price Contract (FFP). We anticipate issuing a single subcontract award in the amount no greater than \$330,000 resulting from the implementation of this agreement.
  - a) Submission of Questions – Questions must be submitted no later than **1:00PM EDT on July 21, 2022** via email at [INVEST\\_Procurement@dai.com](mailto:INVEST_Procurement@dai.com).
  - b) Submission of Proposals – Proposals must be submitted no later than **1:00PM EDT on August 5, 2022** via email to [INVEST\\_Procurement@dai.com](mailto:INVEST_Procurement@dai.com), copying [Danny Manka@dai.com](mailto:Danny_Manka@dai.com) and [Katherine Tilahun@dai.com](mailto:Katherine_Tilahun@dai.com). The subject line of the email should be your organization name, followed by “Submission under RFP INVEST-108: Haitian Off-Grid Energy Market Assessment” Please certify in your submission email a validity period of 60 days for the price(s) provided and include your organization’s DUNS number. Please limit file submissions to 10 megabytes or less.
- II. **Composition of Proposal:** Your organization’s proposal should comprise the following submission documents. The Technical Proposal and Cost Proposal should be prepared as separate files for independent evaluation, as follows below. Technical proposals should be submitted as a presentation no longer than 10 slides, using 12-point standard font size. Graphics may be included, so long as text is clearly legible. If text or graphics are of poor resolution, the information provided may be excluded from consideration. Submissions in PowerPoint or in PDF are acceptable, although PDF is preferred along with an accompanying PowerPoint document. Please provide a copy of your cost proposal in Excel format; offerors may use the attached cost/budget template.

### **Part 1 – Technical Proposal**

Please limit your technical proposal to no more than ten (10) slides. The technical proposal is composed of the following three (3) sections:

1. **Technical Approach** – Offerors will detail their approach to fulfilling the accompanying Statement of Objectives (SOO). The approach will clearly indicate how the proposed

activities will result in the successful completion of all deliverables and milestones including recommendations on financing solutions to address off-grid energy demand for SMEs and households in Haiti. Offerors should outline how they would conduct their market assessment of the off-grid energy sector, with a particular focus on the solar energy sector. It should also include the offeror's approach to engage stakeholders, determine energy and financing demand, and assess financial solutions and other available financing and risk mitigation tools.

2. **Institutional Capacity** – Offerors should provide details about the experience, expertise, or capacity of their firm (or firms if a partnering arrangement is proposed) to recommend the proposed approach and complete the work as described. This should also include past performance information for similar contexts. Offerors should demonstrate their experience working in the region and with private sector actors in the region. Offerors should clearly demonstrate their ability to engage key stakeholders in meetings, whether in person or virtually, in line with their proposed technical approach.
3. **Management Plan/Staffing Structure** – Offerors should include details of personnel who would be assigned to the activities described in each of the technical approaches, as well as a clear management plan in narrative form for the development, review, and submission of all associated deliverables, including a milestone schedule. Offerors are permitted to engage in partnering arrangements if it will aid in providing best value to USAID, regardless of whether organizations belong to the USAID Finance and Investment Network. If a partnering arrangement is being proposed, please describe the nature of the arrangement, the specific technical value being contributed by each member of the team, and the appropriate management controls to ensure successful delivery. Firms may consider partnering with other firms that bring in complementary skill sets and experience.

In addition to the above, please include the following. These inputs will not be counted as part of the 10-slide limit and the format may be PDF or Word:

- One (1) to two (2) case study examples or qualifications statements of past performance relevant to this activity (limited to two (2) pages per example)
- CV(s) of any individuals proposed in the staffing plan to conduct this activity (limited to two (2) pages per individual)

A cover slide will be considered a non-counting slide, should offerors choose to include one. No additional annexes or documentation are requested at this time.

## **Part 2 – Cost Proposal**

The contract type for the presumptive contract will be Fixed Price, awarded by DAI Global, LLC. Please include your total proposed fixed price along with details for specific deliverable pricing. Offerors should also include a cost breakdown of the hourly rates for proposed personnel, if applicable, with a build-up to their total proposed price or include substantiating price reasonableness documentation/justification. Offerors can use the attached cost/budget template; please limit file submissions to 10 megabytes or less.

**Evaluation of Proposal:** DAI will use best value determination for the award of this Request for Proposals. A best value determination means that, in DAI's estimation, the selected offer(s) will provide the greatest overall benefit to USAID in response to the requirements stated in this RFP. DAI may also exclude an offer from consideration if it determines that an Offeror is "not responsible", i.e., that it does not have the management and financial capabilities required to

perform the work required. Proposals will be evaluated against a stated number of factors, including the overall proposed approach, past performance, specific qualifications in off-grid energy market assessments, as detailed in the SOO and other evidence substantiating the bidder's ability to deliver, including budget and time frame considerations. Specific preference will be shown for firms with experience conducting similar assessments and with presence in Haiti.

1. **Technical Proposal:** The Technical Proposal will be scored and evaluated separately from the price proposal. Technical panel reviewers will evaluate offerors on the following factors, consistent with the offerors' technical proposal.
  - a. **Technical Approach (40 points)** - Points for this section will be awarded based on the information presented in the technical approach. Points will be awarded to firms describing their thoughtful approach to addressing the statement of objectives. The offeror will be scored based on its presentation of a clear approach that reflects the requirements of this specific activity and incorporates the offeror's competencies. The technical approach should clearly outline how the offeror would conduct their market assessment of the off-grid energy sector, with a particular focus on the solar energy sector. It should also include the offeror's approach to engage stakeholders, determine off-grid energy and financing demand from both SMEs and households, and assess financial solutions and other available financing and risk mitigation tools for both SMEs and households in Haiti. The technical approach should also provide illustrative examples indicating how the offeror might assess the feasibility and impact of market-based approaches and include illustrative examples of how private sector funds can be mobilized for development objectives and how USAID can support such activities.
  - b. **Institutional Capacity (30 points)** – Points for this section will be based on information presented in the corresponding section and any submitted case studies. Points will be awarded to firms that demonstrate their experience in managing large volumes of quantitative and qualitative information; carrying out research and developing evaluation methodologies; risk analysis; and knowledge of Haiti's energy and investment market. Firms must clearly demonstrate their ability to access and engage key stakeholders, whether in person or virtually, in line with their proposed technical approach. Firms should clearly demonstrate their access to relevant stakeholders in Haiti and the Caribbean that they would propose referencing for this activity and demonstrate their familiarity with USAID and/or the international development sector.
  - c. **Management Plan/Staffing Structure (30 points)** - Points for this section will be based on the qualifications of proposed staff, clear delineation of the roles and responsibilities of each proposed staff and each proposed firm (if firms are partnering), and the demonstrated efficacy and clarity of the management and staffing plan to ensure quality deliverables on time and effective coordination and communication with INVEST and USAID. Proposals should provide a clear management plan in narrative form for the development, review, and submission of all associated deliverables, including a proposed milestone schedule, which outlines a basic framework of expected deliverables and a timeline for submission of each, including time for regular meetings, review and feedback on drafts as appropriate should be included. If the offeror is submitting a proposal along with partners, the proposal should describe the nature of the arrangement (i.e. added technical value), the division of labor among the partners, and the appropriate management controls to ensure successful delivery. The offeror should demonstrate their proposed staff's knowledge and experience in Haiti and/or the Caribbean.

2. **Price Proposal:** Price will be evaluated separately from the technical approach, with due consideration for realism, price reasonableness, and allowability consistent with US government cost principles. Evaluation for this section will be dependent upon all information presented by the Offeror in their deliverable table, budget with cost breakdowns, and any relevant supporting cost information, as well as its alignment with the proposed technical approach. Budgets will be analyzed for cost reasonableness of the deliverable prices as well as the cost build-up.

III. **Offeror's Agreement with Terms and Conditions: Please visit the [INVEST Procurement Hub](#) website for RFP Terms and Conditions.**

The completion of all RFP requirements in accordance with the instructions in this RFP and submission to DAI of the technical and price proposals will constitute an offer and indicate the Offeror's agreement to the terms and conditions in this RFP and any attachments hereto. DAI is not required to accept and/or evaluate proposals that do not conform to the instructions of the RFP, and additionally, DAI may reject all proposals and not award a subcontract for this RFP. DAI reserves the right to award a subcontract without discussion and/or negotiation; however, DAI also reserves the right to conduct discussions and/or negotiations, which among other things may require an Offeror(s) to revise its proposal (technical and/or price). By submitting an offer, Offerors agree to comply with the general terms and conditions for an award, including Representations and Certifications compliance. Offerors must provide full, accurate, and complete information in response to this solicitation. By submitting an offer, Offerors certify that they have not/will not attempt to bribe or make any payment to DAI employees in return for preference. Issuance of this RFP in no way obligates DAI to award a subcontract, nor does it commit DAI to pay any costs incurred by the Offeror in preparing and submitting the proposal. DAI reserves the right to award a subcontract to one organization or to issue multiple awards to different organizations based on the results of our evaluation.

Thank you,

**DAI INVEST Procurement and Partnerships Team**  
[INVEST\\_Procurement@dai.com](mailto:INVEST_Procurement@dai.com)

# **The INVEST Project: Mobilizing Private Investment for Development**

## **USAID/Haiti OIEE**

### **Statement of Objectives for Haitian Off-Grid Energy Market Assessment**

#### **BACKGROUND**

USAID seeks to unlock the potential of private capital to drive inclusive growth. Increasingly, private investors and businesses are looking to emerging markets for better returns and new market opportunities. Specifically, USAID can leverage its resources – grants, technical assistance, guarantees, and convening power – to help raise awareness of investment opportunities, lower transaction costs, and mitigate the risk of investments that generate positive social, economic, and environmental impact.

In support of its efforts to promote blended finance within the agency, the USAID Office of Private Capital and Microenterprise (USAID/PCM) awarded the INVEST contract to DAI in September of 2017. Through INVEST’s flexible buy-in mechanism, USAID Missions and Operating Units are able to access an unprecedented network of firms and individuals that have the range of technical expertise needed to identify opportunities and effectively mobilize private capital toward development priorities. Using a lean approach tailored to high potential opportunities, relevant parts of the network will come together to research, develop, and build specific solutions that align private capital with development needs.

The USAID Haiti Office of Infrastructure, Energy, and Engineering (OIEE) initially engaged INVEST in September of 2018 to support the government of Haiti in the privatization of operations, maintenance, management, and potential expansion of three electrical utilities and regional grids in Haiti. Through this process, USAID Haiti recognized the need and opportunity for private sector-led off-grid renewable energy solutions for households and SMEs. USAID Haiti is committed to bringing reliable and affordable energy to Haitian businesses and households as there is an increasing demand for credit facilities to finance off-grid renewable energy sources with a particular focus in solar energy.

This increased demand appears to be in part due to an unreliable supply of 24/7 electricity from state utility “Electricity d’Haiti” (EDH) and rising diesel prices in Haiti, which is leading to higher energy costs, particularly for households and businesses who self-generate electricity. The general lack of connectivity, and the unreliable utility-supplied electricity for those that are connected, also drives demand for affordable off-grid solutions. Stakeholders within Haiti have recognized this demand for off-grid energy solutions, and there has been a push to increase the share of renewable energies in the energy mix for Haiti. Simultaneously, there has been an increased investor appetite for renewable energy solutions in general keeping with international and regional trends.

#### **OBJECTIVES & ACTIVITIES**

Through this Statement of Objectives (SOO), INVEST is seeking a partner to conduct a market assessment to determine the demand for off-grid renewable energy solutions in Haiti and to identify potential financing solutions for SMEs and households. The assessment should focus primarily on solar energy solutions for this demand. To further explore these off-grid energy opportunities, the market assessment will have two parts from which to analyze and recommend solutions.

This activity will be managed by INVEST in close collaboration with USAID/Haiti.

## Part 1: Market Assessment of Off-Grid Energy Solutions

The first part will assess the current off-grid energy market dynamics and functionality in Haiti to determine what technologies currently exist and are being utilized and alternatives that might be more suitable to the Haitian context. This assessment will pay particular attention to the off-grid solar energy market in Haiti.

The selected partner(s), in collaboration with USAID and INVEST, will assess the market of off-grid energy solutions and will include the following:

- a. Determination of overall demand for off-grid renewable energy among Haitian SMEs and households
- b. Identify what technologies are currently available and being used in terms of renewable solutions
- c. Determination of demand for renewable energy sources, particularly off-grid solar energy in Haiti
- d. Current funding and credit structures that exist in the market currently that can support these types of projects
- e. Current barriers to households and SME's in accessing financing for off-grid renewable energy sources
- f. Estimation of the growth potential for SMEs from the introduction of off-grid renewable energy sources (growth of output, productivity, and quality)
- g. Analysis of capacity building activities and technical support to SMEs that would be needed to absorb and integrate these renewable solutions into their business models
- h. Assessment of all available credit structures with emphasis on those offering credit in this market and those that can be utilized and built upon
- i. Identification of new and innovative credit mechanisms that can benefit SMEs and households seeking financing in this space

## Part 2: Financing Solutions Assessment of Off-Grid Energy Solutions

The second part will assess and design potential financing solutions to meet market needs for both SMEs and households, looking at current credit structures and exploring additions and alternatives that might be feasible and impactful. This part will include the following:

- a. Surveying the most viable financing solutions/products that already may exist and can be scaled for both SMEs and households
- b. Exploring and offering alternative mechanisms and solutions that can be deployed and rolled out for both SMEs and households
- c. List of necessary deployment criteria to mitigate risks
- d. Assessment of the financing solutions' applicability to market demand and context
- e. Analyzing factors such as population, average income, access to markets, access to finance, ability to invest, purchasing power, and willingness to pay for energy
- f. Assessment of ability to raise capital for the financing solution/product
  - a. Development of key target list of stakeholders including: DFIs, donors, foundations and philanthropies, impact investors, commercial investors
- g. Product's ability to deploy financing given necessary criteria.
- h. Recommendations for mechanism design, product structuring and capacity development that might be needed to support the rollout.

## **General Implementation Structure**

### *Onboarding and Work-Planning*

- The Subcontractor, USAID/Haiti, and DAI INVEST teams will meet for an implementation kickoff meeting. The purpose and goal of this meeting is to align expectations and contexts and plan for the activities listed below.
- Partner Onboarding: INVEST will work closely with USAID/Haiti to provide the selected partner(s) with all necessary context, as well as to develop the work plan(s).

### *Implementation*

- Project Implementation: The selected partner(s) will implement the work as prescribed by the work plan(s). INVEST will provide management support and technical oversight throughout all activities and anticipates working closely with the subcontractor and maintaining ongoing communications through periodic (e.g. weekly and monthly) check-ins/reporting as well as possible onsite meetings. USAID staff will be engaged throughout implementation, supporting the initial identification of challenges and root causes, and providing guidance and feedback as appropriate throughout the activity.
- Ongoing Monitoring, Evaluation, and Learning: INVEST will define indicators in subcontract, collect and review M&E data from subcontractors for requisite reporting to USAID and will conduct data quality assessments as necessary.

## **DELIVERABLES & IMPLEMENTATION TIMEFRAME**

The activities outlined above are estimated to take place over an approximate 3-month period from September to December 2022. An illustrative deliverables table is offered below; however, offerors may propose alternate timelines, workplan and level of effort associated with the various components of the activity. INVEST expects offerors to propose an implementation timeline that is representative of their proposed technical approach and management plan. It should be noted that final reports should be submitted in both English and French. Any costs related to translation services are the responsibility of the offeror and should be included in the cost proposal.

<b>Illustrative Deliverables</b>
<b>Part 1: Market Assessment</b>
<b>Draft Market Assessment</b> of off-grid renewable energy sources for SMEs and households in Haiti, with a focus on solar energy.
<b>PowerPoint Presentation</b> to USAID/Haiti on market assessment findings.
<b>Final Market Assessment</b> , incorporating feedback from USAID/Haiti, submitted in both English and French.
<b>Part 2: Assessment and recommendations of financing solutions that will meet market needs</b>
<b>Draft Report</b> that identifies and recommends how to utilize existing credit facilities and structures in Haiti.
<b>PowerPoint Presentation</b> to USAID/Haiti on recommendations for utilizing and adding to current credit facilities and structures.
<b>Final Report</b> , incorporating feedback from USAID/Haiti, submitted in both English and French

### **Contract Type**

DAI anticipates awarding a Firm Fixed Price subcontract as a result of this procurement.