

REQUEST FOR PROPOSAL FOR HANDS-ON TRAINING PROVIDERS FOR 500 kV HVDC BACK-TO-BACK SYSTEMS

PA Consulting (now Tetra Tech), the USAID Institutional Contractor for the South Asia Regional Initiative for Energy (SARI/Energy) seeks technical and financial proposals from International training providers interested in providing training and hands-on experience on 500 kV HVDC back-to-back systems.

Information about USAID's SARI/Energy Program may be found at the SARI/Energy website: <http://www.sari-energy.org>

BACKGROUND

United States Agency for International Development (USAID) has been implementing the South Asia Regional Initiative/Energy (SARI/E) program with the objective of improving the institutional capacity in developing sustainable energy strategies, and strengthening regional forums, networks and associations for cooperation on energy development and trade.

The program promotes energy security in South Asia through three activities areas namely: cross border energy trade, energy market formation and regional clean energy development. Through these activities, SARI/Energy facilitates more efficient regional energy resource utilization, works towards transparent and profitable energy practices, and helps mitigate the environmental impacts of energy generation. SARI/Energy countries include: Afghanistan, Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan and Sri Lanka.

The invitation to bid is about an extensive 500 kV HVDC back-to-back (B2B) hands-on training and know-how of the system, which is supportive of the first and second objectives mentioned above.

SCOPE OF SERVICES

SARI/Energy will fund the contract with the successful bidder for the delivery of the services detailed in this invitation to bid. The bidder is responsible for their costs (preparation, travel, lodging, meals, incidentals, fee, printing, supplies, etc.).

PA Consulting (Now Tetra Tech) will fund, and make the necessary travel arrangements, for the selected and participants to reach to the location of the Training.

SCOPE OF WORK

Bidders are requested to submit the Proposal for imparting a Training Program on 500 kV HVDC back-to-back system for a batch of ten to twelve electrical power system engineers from SARI Countries.

Details of the training need is described in the Annexure-I.



PROPOSAL CONTENTS

Proposals should be brief. Elaborate discussions are discouraged and presentations of the institution's qualifications should be focused and concise. The proposal shall contain the following:

- 1 Understanding of the Assignment – this shall consist of a concise (e.g., two page maximum) summary of the assignment as understood by the provider.
- 2 Approach – this shall consist of a brief (e.g. two to three pages) outline of how the provider will accomplish the assignment, including any unique aspects of its approach.
- 3 Qualifications – description of the qualifications of the provider, including specific information and references on the provider's credibility and experience as a recognized training provider for the power sector (five pages maximum).
- 4 Staffing Qualifications – summary qualifications of proposed staff with particular emphasis of similar assignments and accomplishments.
- 5 Cost Proposal – estimate of cost to accomplish the assignment.

Bidder need to bid on the entire module of the training program.

QUESTIONS AND/OR CLARIFICATIONS

Questions or requests for clarification should be submitted via e-mail to PA Consulting (now Tetra Tech), Mr. Sabyasachi Pattanaik (Sabyasachi.Pattanaik@tetrathec.com), no later than 12:00 hours (Noon) on Tuesday, 31st August, 2010. Both the questions, and Tetra Tech's responses, will be shared with all bidders.

INVITATION FOR PROPOSALS

PA (now Tetra Tech) invites proposals from established training providers for the provision of these services. Proposals should be concise but include enough information to establish outstanding qualifications and depth of experience in providing training services to the power sector. Proposals in PDF format shall be sent by e-mail to: Sabyasachi Pattanaik, Sr. Technical Advisor, SARI/Energy; Sabyasachi.Pattanaik@tetrattech.com.

All bids become the property of the SARI/Energy program and will not be returned. SARI/Energy will respect the confidentiality of the bidder's proposal.

The bidder is responsible for all costs incurred by the bidder to prepare and send the proposal. The bidder's cost to prepare and send the bid document cannot be billed to PA (now Tetra Tech), or to the SARI/Energy program.



LANGUAGE OF THE COURSE

English is to be the language of the course material and presentation.

All participants will be English language conversant; translation during the presentation is not needed, nor needs to be planned for in the scheduling.

DEADLINE

Proposals must be received at the Tetra Tech offices in Gurgaon, Haryana, India by 12:00 hours Indian Standard Time (IST) on Monday, 06th September, 2010.

COMPONENTS OF THE COST PROPOSAL

The cost proposal of the training institute should have the component of the tuition cost (delivery), practical and field visits, boarding and lodging, transportation, travel and institutional cum program management cost.

The bidders are to quote the costs in their local currency.

VALIDITY OF THE PROPOSAL

The Proposal shall remain valid till November 30, 2010 after which further extensions may be allowed on mutual acceptable terms.

RIGHT OF THE BUYER

The buyer (Tetra Tech) reserves the right to cancel the tendering process at anytime with out financial penalty to the buyer.

The buyer (Tetra Tech) reserves the right to award only parts of the job, or to not award a contract at all.

COMPONENTS OF THE PROPOSAL

The Proposal is to contain the following along with relevant documentation:

- (i) Proposed programs and its objective
- (ii) Targeted participants
- (iii) Program structure indicating the program contents
- (iv) Component of practical and field visits envisaged
- (v) Preparedness for conducting the program, i.e., proposed calendar of programs. The calendar shall describe the courses in 2 hour time blocks, or finer (smaller) time increments.
- (vi) First day and last day assessments (that is, tests or quizzes); and feedback evaluation forms of the program by the participants.



DELIVERABLES

Within two weeks of the end of the program the bidder shall submit the following deliverables to PA (now Tetra Tech).

- One set of printed course materials.
- Two DVDs with the electronic copy of the course materials.
- Completion report; which is no more than ten pages that summarizes the activities of the three weeks, copies of all of the feedback forms, and a statistical summary (tables, charts, and interpretation) of the scores on the feed back forms.

Pursuant with USAID regulations the course materials become the property of the SARI/Energy program, and the course material will be posted on the SARI/Energy web site.



ANNEXURE-I

ABOUT THE PROPOSED TRAINING ON 500 kV HVDC BACK-TO-BACK SYSTEM

The proposed training program shall include at least the following;

- a) One week of class room training, which should talk about the basic principles of working of the HVDC, its advantages over AC transmission, cost economics, rectifying and inverting, configuration of HVDC (like Monopole and earth return AND Bipolar AND Back to Back), Corona Discharge, Application of HVDC, generation of harmonics and handling of harmonics, metering, system protection (relaying), system dispatch, etc.
- b) Class room courses shall start no later than 9 AM and end no earlier than 4 PM. No more than one hour shall be provided for lunch.
- c) Time and a place for daily Islamic prayers shall be provided. Food preparation and services should respect Islamic customs.
- d) Two weeks of hands-on training at an actual, operating installation of 500 kV HVDC B2B system.
- e) Interaction and discussion with the at least three manufacturers of the equipment of HVDC system.

The bidder shall have the necessary facilities and infrastructure for conducting the Class room training. For the hands-on training on the 500 kV HVDC B2B system the bidder shall have necessary infrastructure or required association for conducting the proposed Hands-On Training on an actual, operating 500 kV HVDC B2B system.

The program (both course and hands-on field work) shall start no sooner than 20 September 2010 and subject to the nomination and Government approval from the beneficiary country.

