



HENFIELD HAVEN CHARITABLE INCORPORATED ORGANISATION

CHARITY NUMBER 1183669

Notice of Request for Quotations for Photo Voltaic Solar Panels

Solar PV installation

The Henfield Haven CIO is looking to commission the installation of Solar PV on the roof of our building's flat roof which is approximately 300 sq m in area. The array size will need to match our current annual electric consumption and allow for an EV charging point that will be installed soon. The expected timetable is to have the works done by the end of May 2022. As part of the process we are seeking a grant for the works via the Brighton Energy Cooperative.

Overview

The Henfield Haven is a Charitable Incorporated Organisation whose objective is to relieve those in need, by reason of age, ill-health, disability, or other disadvantage, who live and work in Henfield Parish and its surrounding communities, through the provision of dementia care and other wellbeing services at the Henfield Haven which is located at:

Hewitts
HENFIELD
BN5 9DT

Website: HenfieldHaven.org

Access to the roof for inspection is available.

The work that is being commissioned is the installation of a Solar PV array to match our annual consumption of 21,600 kWh/ annum. We can provide half hourly data on request.

Project Details

We would like to see the following items in your proposal:

- Cost breakdown of material and labour (ideally individual material costs visible)
- Make, model and warranties of solar panels, inverters and installation

- Estimated time scale to carry out the installation
- MCS certification and RECC membership preferred.
- Expected lead time for the installation
- The proposals can be done as desktop surveys. The successful bidder is expected to carry out a site visit to confirm the costs

Proposal return deadline: 11 February 2022

Award Criteria and Procurement Process

Proposals submitted will be assessed by Henfield Haven CIO against the following criteria:

- Are the items listed above included in the quote?
- Quality of the product.
- Length of warranties on materials and workmanship
- Installers qualifications, certifications and reputation
- Value-for-money
- Installers location
- Lead times

The Henfield Haven CIO will notify bidders by email of our procurement decision week commencing: 25 February 2022

Please send your proposal via email to Chair@HenfieldHaven.org by 11 February 2022.