



Letter of Invitation

REQUEST FOR PRE-QUALIFICATION

Ministry of INFRASTRUCTURE &
SUSTAINABLE ENERGY
BETIO, TARAWA
P. O. Box 498,
Republic of Kiribati

To Whom It May Concern,

The Ministry of Infrastructure & Sustainable Energy invites potential Tenderers to provide an Application to Pre-Qualify for receiving an Invitation to Tender for the services described in this Request for Pre-Qualification (RFPQ) as below.

Procurement No: RFPQ-27-CS002-25

Issue Date: 04/12/2025

RFPQ Closing Date: 18/12/25, 5pm (Tarawa Time)*

Project Title: Request for Pre-Qualification (RFPQ) for Detailed Feasibility Study and Engineering Design of Solar Mini Grids and Control Rooms for 18 Outer Islands of Kiribati

This RFPQ requests information on the following criteria, as specified in the following pages:

- Technical capacity
- Financial capacity
- Legal, ethical and regulatory compliance
- Certificate of Compliance
- *Clarifications*
- *Submission methods*

Potential Tenderers will be selected based on evaluation of the above criteria.

Sincerely,


Dr. Farran Redfern
Secretary, MISE

7/12/25

Official email address: procurement@mfp.gov.ki

* Please note that late submissions will not be considered



Technical capacity

- Competence: General experience and core business in the relevant field. Experience in similar contracts over the last 5-10 years
- Resources: Availability of key personnel with required professional qualifications, adequacy of equipment, facilities, and resources
- Quality management: Compliance with international quality standards (ISO or equivalent)
- Environmental management: Environmental, social, health, and safety (ESHS) capacity
- -Minimum 10 years experience in solar PV and BESS feasibility studies and detailed design, including at least three successful mini-grid projects in island or remote settings; one project in the Pacific region required.
- - Proven expertise in off-grid solar PV systems.
- -Prior experience in the Pacific region highly desirable.
- -Key experts:
 - Team Leader (Solar Mini-Grid Expert)- Master's in Energy, Electrical, or Mechanical Engineering; ≥ 12 years in renewable energy; strong leadership, analytical, communication and safeguard skills; experience with UNDP or Pacific projects preferred.
 - Lead Electrical Engineer- Master's in Electrical/ Electronics Engineering; ≥ 7 years in PV design; proficient in design and simulation software. 7+ years in PV/BESS integration and protection coordination. Accreditation from SAIPE or Global sustainable energy solutions(GSES) and other recognized accreditation body will be an advantage
 - Civil Engineer- Bachelor's (Master's preferred) in Civil Engineering; ≥ 5 years in resilient infrastructure design; experience with cyclone- and corrosion-resistant construction. 5+ years with island construction experience.
 - Energy Finance Expert- Bachelor's in Engineering Management, Business, or Economics; ≥ 5 years in financial modeling and analysis of energy projects.
 - The consulting team will work closely with the MISE and the PMU's local Environment and Safeguard Officer and should therefore have proven experience in environmental and safeguard management for renewable energy projects from past work.

Financial capacity

- Demonstrated financial soundness: The audited financial statements for the last 3 years which includes cash flow, profit & loss, financial position, etc.
- Bank statements for the owner of the business indicating the net worth of the business invested in the bank.
- -Audited financial statements for the last 3 years.
- -Demonstrated solvency and capacity to mobilize funds for field activities.



Legal, Ethical & Regulatory Compliance

- Valid business registration and operating licenses
- Tax compliance certificate including a letter from the Tax Office indicating the taxpayer's performance to comply with tax payment
- No history of debarment by the Government of Kiribati and other donor funded projects or other international organizations
- Compliance with anti-corruption, fraud, and integrity requirements
- Compliance with labour, environmental, gender, and social safeguards

Certificate of compliance form

The attached certificate for compliance form should be completed and signed by Tenderers

Clarifications

All clarifications requests must be submitted no later than 5 days prior to the closing date of this tender and sent to the official email address.

Submission methods

All submissions in hard copy must be labelled as follows.

Secretary
Ministry of Finance and Economic Development
Bariki, Tarawa.
RFPQ Number
Attn to: Central Procurement Unit.

E-copy submissions should be made to the official email address with subject line as follows:
Tenderer's Name/RFPQ Number