



Ministry of Environment , Climate
Change and Technology

PUBLIC PROCUREMENT FOR HAKATHARI LABELED APPLIANCES

User Guide



Version 1.0

Promoting Energy Efficient Buildings through
Strengthening Low Carbon Energy
Island Strategies (LCEI) Project





**Ministry of Environment,
Climate Change and Technology**

Strengthening Low Carbon Energy Island
Strategies (LCEI) Project



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Abbreviations

AEC	Annual Energy Consumption
CSPF	Cooling Seasonal Performance Factor
EE	Energy Efficiency
GWP	Global Warming Potential
kWh	Kilo watt hour
ODP	Ozone depleting potential

1. Introduction

This user guide has been developed for the implementation of Hakathari Label based procurement as per the notification from the Ministry of Finance under the clause 10.77 of the 3rd Amendment (2020/ R-51) to PFR 2017/R-20.

The user guide should be followed when procuring air conditioners, refrigerators and washing machines. Only Hakathari labelled appliances with minimum 4-star rating are eligible for procurement. The Hakathari labelled appliances covered under the Hakathari Program – Energy efficiency standards and labelling program of the Maldives are as follows:

Air Conditioners	Refrigerators	Washing Machines
1. Single-split and unitary type air conditioners	1. Compression-type refrigerators	1. Automatic and semi-automatic washing machines
2. Fixed speed and inverter type	2. Direct-Cool (single-door) refrigerators	2. Front load and top load washing machines
3. Rated cooling capacities of up to 24,226 BTU/hr. (equivalent to 7.1 kW)	3. Frost-Free (double-door, three-door and side-by-side) refrigerators	3. Capacity of up to 14 kgs.
	4. Rated capacities of 100 – 650 litres	

The user guide is developed to facilitate on the following aspects:

1. Brief information on the Hakathari Program – Energy efficiency standards and labelling program of the Maldives.
2. Preparation of the bid documents including the list of parameters and evaluation criteria to be included in the bid.

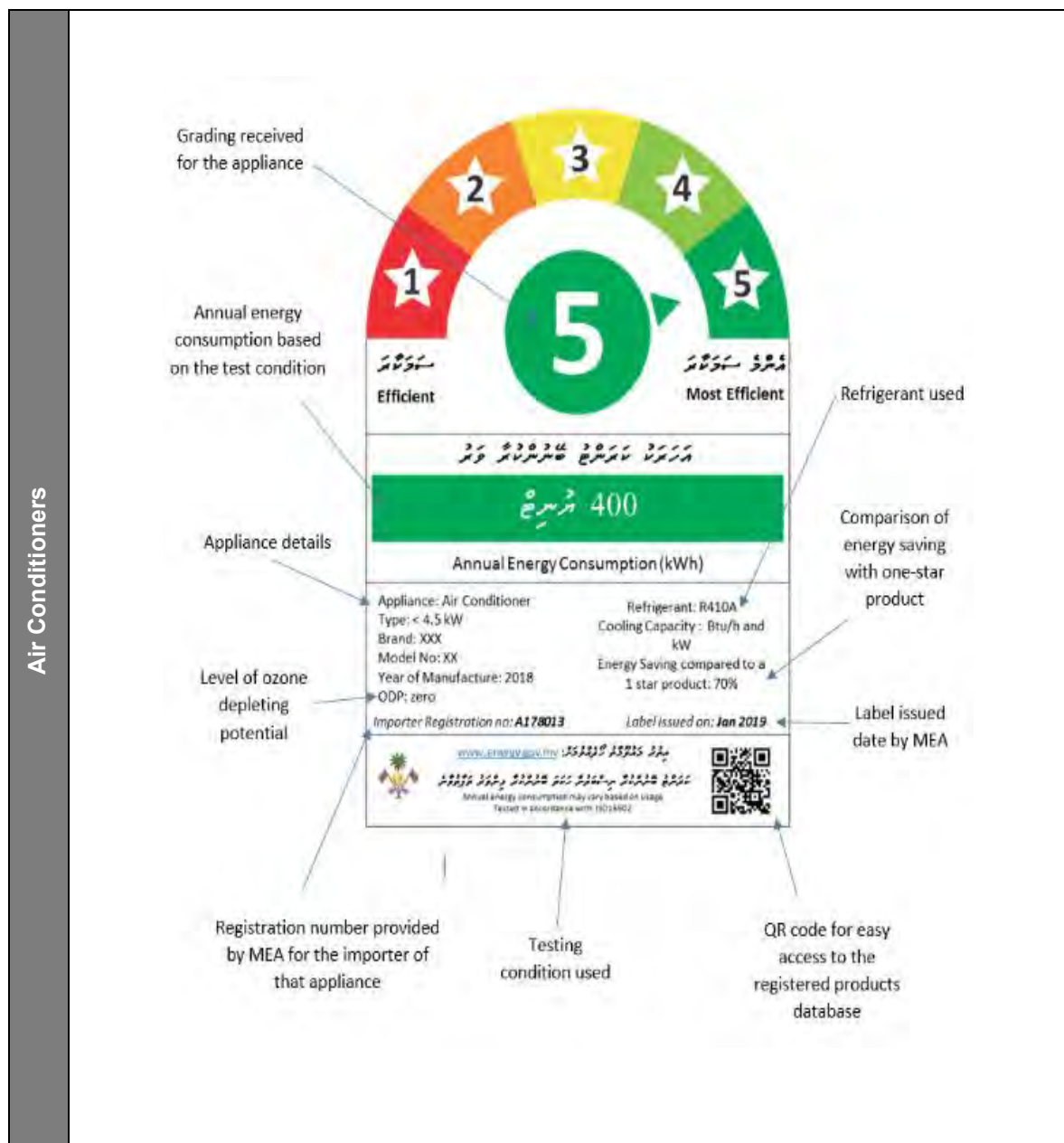
2. Energy Efficiency Label

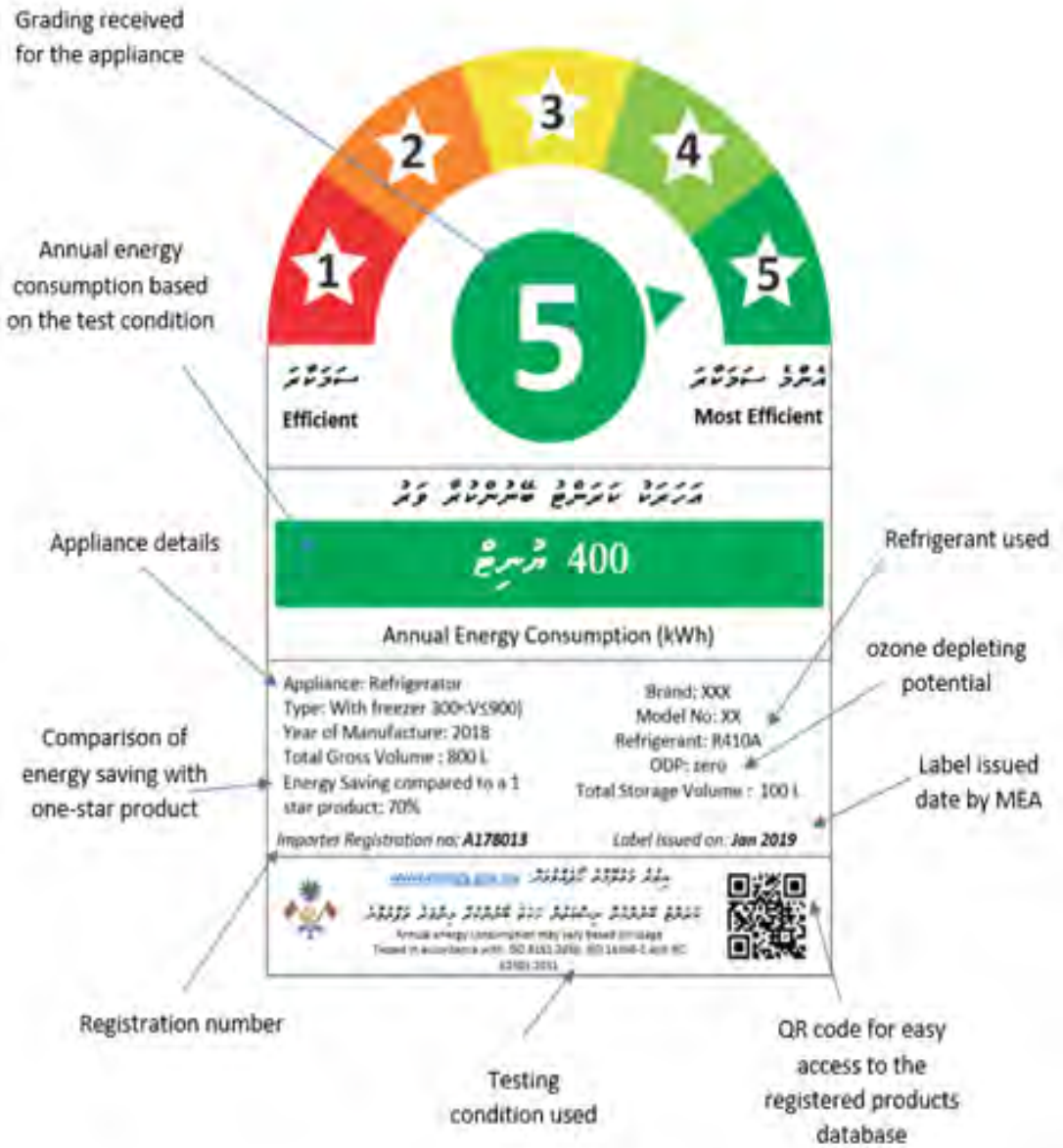
The Hakathari Label will be affixed on the models that has been registered under the Hakathari Program – Energy efficiency standards and labelling program of the Maldives.

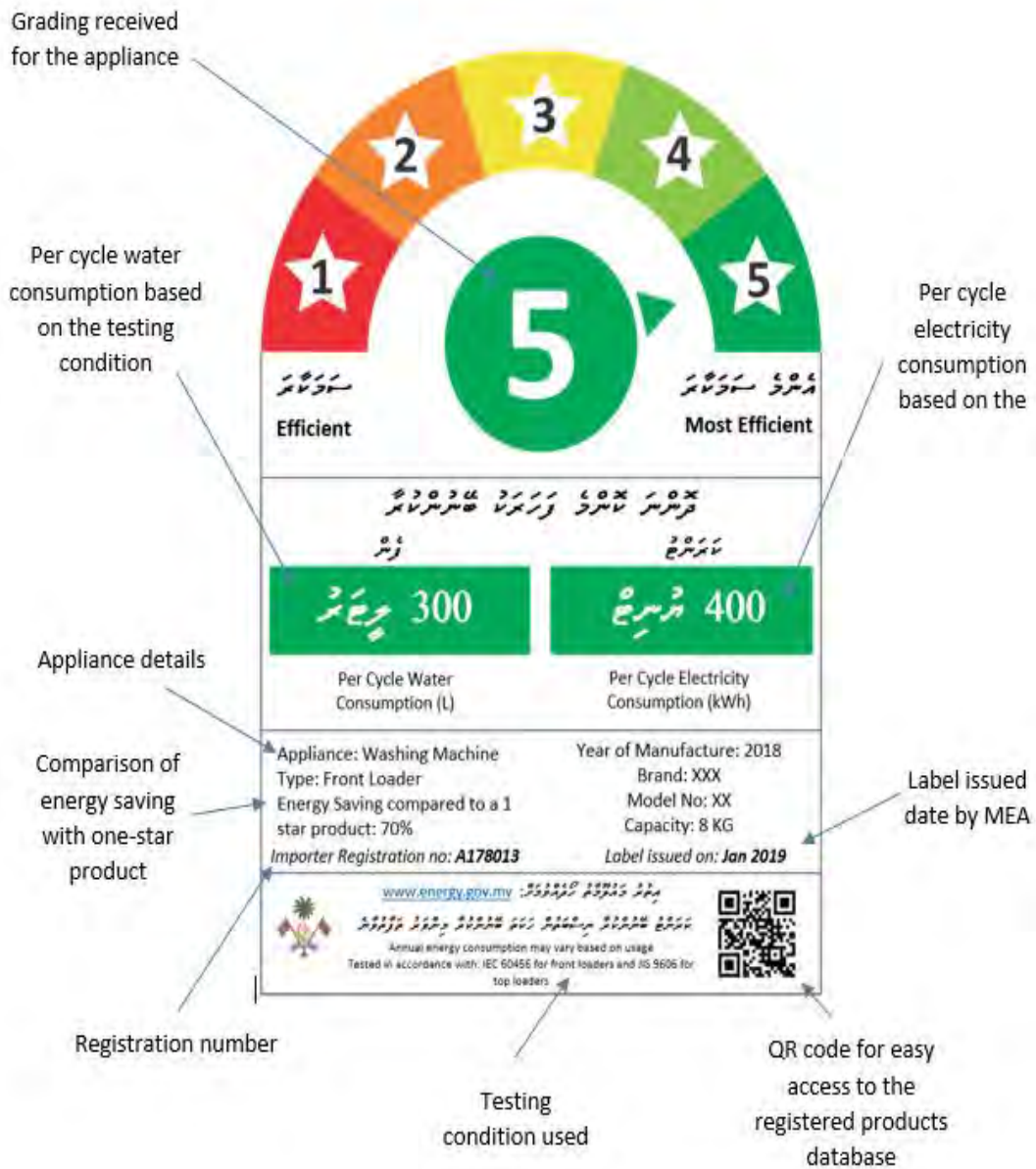
Additional information about the program can be found at:
<https://www.environment.gov.mv/v2/en/hakathari-program>

2.1. Information in the Hakathari label

Hakathari Label for each appliance is shown below for the reference:







3. Preparation of the bid document

3.1. Parameters to be provided in the bid document by procuring entity

The Table 1 lists the bid specific parameters to be provided in the bid documents by the procuring entity.

Table 1: Bid specific parameters to be provided by the procuring entity

Air Conditioners			
Sr. No.	Parameter	Definition	Source of Data
1.	Number of Air Conditioners to be provided	Number of Air Conditioners to be installed as defined in the tender documents.	Procuring entity should provide this value in the bid documents as per the requirement.
2.	Rated cooling capacity up to 24,226 BTU/hr. (equivalent to 7.1 kW)	Capacity of Air Conditioners to be procured.	Procuring entity should provide this value in the bid documents as per the requirement.

Refrigerator			
Sr. No.	Parameter	Definition	Source of Data
1.	Number of Refrigerator to be provided	Number of Refrigerator to be installed as defined in the tender documents.	Procuring entity should provide this value in the bid documents as per the requirement.
2.	Rated Capacity of Refrigerator in volume (between 100L-650L)	Capacity of Refrigerator to be procured.	Procuring entity should provide this value in the bid documents as per the requirement.

Washing Machine			
Sr. No.	Parameter	Definition	Source of Data
1.	Number of Washing Machine to be provided	Number of Washing Machine to be installed as defined in the tender documents.	Procuring entity should provide this value in the bid documents as per the requirement.
2.	Capacity of Washing Machine in kg (upto 14 kgs)	Capacity of Washing Machine to be procured.	Procuring entity should provide this value in the bid documents as per the requirement.

3.2. Bidder input parameters

The following set of parameters will be requested from the bidders in the bid document for the evaluation of bids:

Table 2: Parameters to be provided by the bidder

Air Conditioner			
Sr. No.	Parameter	Definition	Source of Data
1.	Bidder's Name	Name of the bidding entity.	Bidder
2.	Manufacturer details	Name of the Air Conditioner manufacturer.	Bidder
3.	Air Conditioner Name and Model Number	Name and model of the Air Conditioner based on the bid requirement.	Bidder
4.	Hakathari rating	Rating provided to the model as per the Hakathari Program of the Government of Maldives.	Bidder
5.	Type of Air Conditioners	Type of Air Conditioners as per the bid requirement.	Bidder
6.	Rated cooling capacity up to 24,226 BTU/hr. (equivalent to 7.1 kW)	Cooling capacity of Air Conditioners proposed against the bid requirements.	Bidder as per Maldives Energy Efficiency Label
7.	Acquisition costs	Cost of acquisition of the Air Conditioners by the procuring entity based on all requirements set in the bid documents.	Bidder
8.	Installation costs	Cost for the delivery, installation and any other cost at the start of the contract based on all requirements set in the bid documents.	Bidder

Refrigerator			
Sr. No.	Parameter	Definition	Source of Data
1.	Bidder's Name	Name of the bidding entity.	Bidder
2.	Manufacturer details	Name of the Refrigerator manufacturer.	Bidder
3.	Refrigerator Name and Model Number	Name and model of the Refrigerator based on the bid requirement.	Bidder
4.	Hakathari rating	Rating provided to the model as per the Hakathari Program of the Government of Maldives.	Bidder
5.	Type of Refrigerator	Type of Refrigerator as per the bid requirement.	Bidder
6.	Rated Capacity of Refrigerator in volume (between 100L-650L)	Capacity of Refrigerator proposed against the bid requirements.	Bidder as per Maldives Energy Efficiency Label
7.	Acquisition costs	Cost of acquisition of the Refrigerator by the procuring entity based on all requirements set in the bid documents.	Bidder
8.	Installation costs	Cost for the delivery, installation and any other cost at the start of the contract based on all requirements set in the bid documents.	Bidder

Washing Machine			
Sr. No.	Parameter	Definition	Source of Data
1.	Bidder's Name	Name of the bidding entity.	Bidder
2.	Manufacturer details	Name of the Washing Machine manufacturer.	Bidder
3.	Washing Machine Name and Model Number	Name and model of the Washing Machine based on the bid requirement.	Bidder
4.	Hakathari rating	Rating provided to the model as per the Hakathari Program of the Government of Maldives.	Bidder
5.	Type of Washing Machine	Type of Washing Machine as per the bid requirement.	Bidder
6.	Capacity of Washing Machine in kg (upto 14 kgs)	Capacity of Washing Machine proposed against the bid requirements.	Bidder as per Maldives Energy Efficiency Label
7.	Acquisition costs	Cost of acquisition of the Washing Machines by the procuring entity based on all requirements set in the bid documents.	Bidder
8.	Installation costs	Cost for the delivery, installation and any other cost at the start of the contract based on all requirements set in the bid documents.	Bidder

3.3. Documents to be submitted by Bidder

The following documents shall be submitted by the bidder for verification of information provided:

1. Declaration of conformance to the Hakathari Labelling Program (Energy efficiency standards and labelling program of the Maldives) as provided in section 5.
2. Product catalogue including product model number.
3. Signed and sealed 'Bidder technical details submission form' refer section 4.3.

3.4. Evaluation criteria

The bid shall be checked to meet the following criteria:

1. Should be 4 Star or higher Hakathari Labelled appliance.
2. Should meet the requirements criteria as mentioned in the section 4.1.

The bids that meet the above criteria shall be evaluated based on least cost offer (Acquisition costs+ Installation costs).

Sample format to be used in the bid document is provided in section 4.

4. Annex 1 – Sample formats to be used in bid document

The procuring entity should include the sections 4.1, 4.2 and 4.3 as part of the bid documents.

Note: The following tables should be used as per the procurement requirement. For example: If there is a procurement of Washing machines, then delete the tables for Air conditioners and Refrigerators and only retain the tables for Washing machines.

4.1. Statement of requirement

Air Conditioners		
1.	Number of Air Conditioners to be procured	[provided by procurement entity]
2.	Rated cooling capacity	[provided by procurement entity]
3.	Hakathari rating	4 star or above

Refrigerators		
1.	Number of Refrigerator to be procured	[provided by procurement entity]
2.	Rated Capacity of Refrigerator in volume	[provided by procurement entity]
3.	Hakathari rating	4 star or above

Washing Machines		
1.	Number of Washing Machine to be procured	[provided by procurement entity]
2.	Capacity of Washing Machine in kg	[provided by procurement entity]
3.	Hakathari rating	4 star or above

4.2. Evaluation Criteria

The bid shall be checked to meet the following criteria:

1. Should be 4 Star or higher Hakathari Labelled appliance.
2. Should meet the requirements criteria as mentioned in the section 4.1.

The bids that meet the above criteria shall be evaluated based on least cost offer (Acquisition costs+ Installation costs).

4.3. Bidder technical details submission form

This form should be filled and submitted by the bidder.

Air Conditioner		
Sr. No.	Parameter	Value
1.	Bidder's Name	
2.	Name of the Air Conditioner manufacturer	
3.	Air Conditioners' Name and Model Number	
4.	Hakathari rating	
5.	Type of Air Conditioners as per the bid requirement	
6.	Rated cooling capacity	
7.	Acquisition costs Cost for the acquisition of the Air Conditioners by the Procuring entity based on all requirements set in the bid documents.	
8.	Installation costs Cost for the delivery, installation and any other cost at the start of the contract based on all requirements set in the bid documents.	

Refrigerator		
Sr. No.	Parameter	Value
1.	Bidder's Name	
2.	Name of the Refrigerator manufacturer	
3.	Refrigerator Name and Model Number	
4.	Type of Refrigerator as per the bid requirement	
5.	Rated Capacity of Refrigerator in volume	
6.	Acquisition costs Cost for the acquisition of the Air Conditioners by the Procuring entity based on all requirements set in the bid documents.	
7.	Installation costs Cost for the delivery, installation and any other cost at the start of the contract based on all requirements set in the bid documents.	

Washing Machine		
Sr. No.	Parameter	Value
1.	Bidder's Name	
2.	Name of the Washing Machine manufacturer	
3.	Washing Machine Name and Model Number	
4.	Type of Washing Machine as per the bid requirement	
5.	Capacity of Washing Machine in kg	
6.	Acquisition costs	

Washing Machine		
Sr. No.	Parameter	Value
	Cost for the acquisition of the Air Conditioners by the Procuring entity based on all requirements set in the bid documents.	
7.	Installation costs Cost for the delivery, installation and any other cost at the start of the contract based on all requirements set in the bid documents.	

The following documents must be submitted by the bidder while submitting the bid response:

1. Declaration of conformance to the Hakathari Labelling Program (Energy efficiency standards and labelling program of the Maldives) as provided in Section 5.
2. Product catalogue including product model number.
3. Signed and sealed 'Bidder technical details submission form' refer section 4.3.

5. Annex 2 – Declaration of conformance to the Maldives Energy Efficiency Labelling Program (Hakathari Label)

(This declaration letter for conformance to the Hakathari Labelling Program (Energy efficiency standards and labelling program of the Maldives) is to be submitted by the Bidder along with the Proposal.)

Date:

Place:

[Address of the procuring entity]

Dear Madam/Sir,

Sub: Invitation of Request for Proposal for providing _____

We hereby confirm the following:

1. The Proposal is being submitted by _____ (Name of the Bidder) who is the Bidder in accordance with the conditions stipulated in the RfP.
2. We have examined in detail and have understood and abide by; all the terms and conditions stipulated in the RfP document issued by _____ (Name of procuring entity) and in any subsequent communication sent by _____ (Name of procuring entity).
3. We hereby confirm that the product model number _____ offered under the stated procurement bears the Energy Efficiency label and has obtained a star rating of _____ (Insert Hakathari rating) under the **Hakathari Program – Energy efficiency standards and labeling program of the Maldives.**
4. The product information provided against this procurement is as per the requirements of the RfP document and standards mentioned therein to the best of our knowledge and as per the original specification provided by the manufacturer.
5. We would be solely responsible for any errors or omissions in our Proposal.

For and on behalf of :
Signature :
(Authorised Signatory)
Name of the Person :
Designation :