**Request for formal quotations – installation of solar panels and battery storage on community buildings in Northumberland**

*Please confirm receipt and let me know whether you intend to submit proposals.*

We have been successful in securing funding through Northern Powergrid and Northumberland County Council for the installation of renewable energy assets at community buildings across Northumberland. This funding is for the installation of solar panels and battery storage, along with all associated works to connect the installation to the building’s electrical system and to the grid. The work is part of our ongoing plan to install renewable energy generation on over 100 community buildings across the county.

We have previously contracted for the delivery of an outline assessment of the potential for solar panels and battery storage for each building and information from this work is attached. Whilst we are not wedded to any specific supplier or configuration, the attached should be used as a guide. Any significant changes to this configuration must be justified and compliant with planning requirements. Any options available to us of different levels of generation or storage should be described with details of cost implications.

We anticipate funding the following five installation:

|  |  |  |  |
| --- | --- | --- | --- |
| Building | Location | Solar generation (minimum) | Battery storage (minimum) |
| Breamish Village Hall | NE66 4HT | 16.8kWp | 5.8 kWh |
| Humshaugh Village Hall | NE46 4AA | 12kWp | 5.8 kWh |
| Thropton War Memorial  | NE65 7LT | 21.2kWp | 6.0 kWh |
| Ulgham Village Hall | NE61 3AW | 8.8kWp | 5.8 kWh |
| Felton Village Hall  | NE65 9NH | 19.7kWp | 5.8kWh |
| Crookham  | TD12 4SY | 6.5kWp | 15.36kWh |

We have also confirmed the planning situation for the five buildings, and these are attached. All works must comply with planning rules and all other applicable regulation.

Following successful legal work between the hall committee and NCEL we would like to install before December 2024. Please indicate if you have capacity to meet this deadline and if so an indicative week(s) when you may be able to programme installation.

**The requirement is for:**

* Technical survey of the building to capture any changes since the initial outline assessment and ensure the building is suitable for the installation.
* Development of a detailed installation plan and methodology including;
	+ ability of the system to provide electricity to specified circuits from the battery store in the event of a power cut. This is to allow the hall to offer basic requirements as an emergency rest centre and community response hub.
	+ Installation of a Fireman’s Switch on the outside of the building to cut power to the system in case of a fire.
	+ The option of siting the batteries in a suitable store/cabinet external to the building that will provide the correct conditions and security for the batteries during their life span.
* Securing DNO approval for the installation, allowing export of excess energy to the grid once installed.
* Supply of solar panels, batteries, inverter(s) and all associate equipment required to complete the installation.
* Installation and connection of the equipment.
* Maintenance support as required for a period of a minimum of 24 months, including an electrical check at the end of this period.

**Your proposal should include:**

1. All costs for equipment, labour, travel, certifications, connection costs and any other costs you identify as required to complete the installation.
2. We would be keen to know of other community buildings you have worked with that are comparable to those listed above.
3. The names and qualifications of your project management and installation team.

If any elements require further clarification, please indicate this in your response and note any assumptions you have made. It will not be possible to arrange access to the building on the timescales required for detailed surveys, so this activity has been included in the tender requirements, to be carried out post contract award.

 The deadline for receipt of quotations is **Friday 18th October** at midday. Your response should be sent to Paul Cowie paul.cowie@ruraldesigncentre.com and copying in Andy Dean andydean@ca-north.org.uk. Responses will be assessed against the following criteria:

* Suitability of technical submission, including ability to meet required timescales (40%)
* Cost (40%)
* Track record of similar projects (20%)
* We also note the recent reports associating the suppliers JA Solar, Trina and Qcells with forced labour practices in Xinjiang province, China and battery failure. We reserve the right to take such reports into account when making a final decision, given our commitment to ethical supply chain practices.