

**Voltage and Reactive Power Control Service 2019**

**Application Form**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Company details**   |  |  | | --- | --- | | Company Name | Click here to enter text. |   Contact details for framework agreement:   |  |  | | --- | --- | | First Name & Name | Click here to enter text. | | Address | Click here to enter text. | | Tel. | Click here to enter text. | | Fax. | Click here to enter text. | | e-mail | Click here to enter text. | |

1. **Introduction**

ELIA has been appointed as transmission grid operator, in accordance with the law of 29 April 1999 concerning the liberalisation of the electricity market and supervises the safety, reliability and efficiency of the Transmission Grid;

Elia must therefore ensure the provision of the required ancillary services – in particular voltage and reactive power control service – in accordance with the Grid Code;

Because of the importance of ancillary services, ELIA must be assured that a supplier meets the organizational requirements and that his assets with which the service will be provided meets the technical requirements.

Elia seeks to contract voltage regulation capacities for its electrical zone. Elia intends therefore to select several ARPs[[1]](#footnote-1) (hereunder “supplier”) for the participation in the tender for the voltage and reactive power control service.

A candidate supplier must comply with a set of requirements defined by Elia.

These conditions are:

* prove that the supplier complies or will comply during the validity period of the contract, with the technical requirements (as under II.B.2)
* provision of the required statements (template provided by Elia) (as under II.B.3)
* prove of a sound financial and economical situation (as under II.B.4)

The application procedure is explained further in this document.

Once selected for voltage and reactive power control service, the selected supplier will be invited to participate in the call for tender.

1. **Application**
2. **Application Procedure: How to qualify**

In order to prove whether you are as candidate supplier in line with the conditions listed above, you should complete the checklist stated below, provide Elia with the requested documents and information.

A scanned copy of the document should be sent to [contracting\_AS@elia.be](mailto:contracting_AS@elia.be); [amandine.leroux@elia.be](mailto:amandine.leroux@elia.be)

A paper copy with a cover letter stating that you want to qualify for the above mentioned product should be sent via registered post to:

ELIA SYSTEM OPERATOR

Amandine Leroux

Bd de l'Empereur - Keizerslaan, 20

B - 1000 Bruxelles – Brussel

BELGIUM

Based on the provided information, Elia will check whether the required documents are all delivered and perform some supplementary controls if required.

1. **Checklist - Qualification requirements**

Please check when the response to the question is “Yes”.

A candidate will not be qualified if for any of the questions of this chapter no response or a response ‘No’ is given or a response 'Yes' is unsufficiently documented in the appendix.

1. **Provision of general information:**

|  |  |
| --- | --- |
| Is all information in this document complete, including the information in appendix 1? |  |

1. **Technical requirements fulfilled:**

|  |  |
| --- | --- |
| Did you provide Elia with an indicative list of production units, in appendix 3, on which the service will be provided? This list is indicative and non-binding. |  |

1. **Provision of required declaration:**

|  |  |
| --- | --- |
| Have you provided the signed ‘SWORN Statement’ according to Elia Template with your Candidature File (appendix 2 - <http://www.elia.be/en/suppliers/purchasing-categories/energy-purchases/Ancillary-services/How-to-candidate-make-offer>), in which you declare:  - fulfilment of the obligations relating the payment of social security contributions in accordance with the legal provisions  - fulfilment of the obligations relating the payment of taxes in accordance with the legal provisions  - situation of non-bankruptcy  In case you have provided Elia with a Sworn Statement according to the Elia template, signed less than 2 years ago, for the application of a different service, a copy of this sworn statement is sufficient. |  |

1. **Financial situation**

|  |  |
| --- | --- |
| Graydon rate: Do you have a current rating > 1 or a multiscore (Belgium) > 20?  (to buy on the website <https://graydon.be/en/>)  Elia can produce this report for the candidate (no costs). If you wish to do so, please check this box : |  |

1. **Other information**
2. **Time table**

|  |  |  |  |
| --- | --- | --- | --- |
| Step | Name | By | Date (dd/mm/yyyy) |
| 1 | Publication of Contract Notice | ELIA | 11/05/2018 |
| 2 | Submission application form | **CANDIDATES** | At last 04/06/2018 |
| 3 | Invitation to the call for tender to selected suppliers | ELIA | 11/06/2018 |
| **4** | **Submission of offers** | **TENDERERS** | **At last 29/06/2018** |
| 5 | Tender Evaluation | ELIA | From 02/07/2018 |

**APPENDIX 1 - Provision of company information**

1. Company details

|  |  |
| --- | --- |
| Company Name | Click here to enter text. |
| Applicable Law | Click here to enter text. |
| Address - Head Office | Click here to enter text. |
| Telephone | Click here to enter text. |
| Fax | Click here to enter text. |
| Registration Number (VAT) | Click here to enter text. |
| Date of foundation (dd/mm/yyyy) | Click here to enter text. |

1. Bank details for the payment of invoices

|  |  |  |
| --- | --- | --- |
| Bank Name: | | Click here to enter text. |
| Street: | | Click here to enter text. |
| Postal code | City | Click here to enter text. |
| Country: | | Click here to enter text. |
| IBAN: | | Click here to enter text. |
| SWIFT / BIC: | | Click here to enter text. |
| Currency (ordering & invoicing): | | Click here to enter text. |

1. Name, function and signature of two people with power of attorney in the company mentioned above

|  |  |
| --- | --- |
| Signatory 1 (First Name & Name) | Click here to enter text. |
| Function Signatory 1 | Click here to enter text. |
| Signatory 2 (First Name & Name) | Click here to enter text. |
| Function Signatory 2 | Click here to enter text. |

**APPENDIX 2 – Sworn Statement**

Please refer to templates (EN,FR, NL) provided on [Elia Website](http://www.elia.be/en/suppliers/purchasing-categories/energy-purchases/Ancillary-services/How-to-candidate-make-offer).

**APPENDIX 3 – List of concerned production units**

Please complete the table below with the access points on which you intend to deliver the service.

This list is indicative and not binding.

In case it’s impossible to communicate the concerned production units at this stage of the tendering, please indicate the r6eason below this table and provide supplementary information indicating how the service will be delivered.

|  |  |  |
| --- | --- | --- |
| Name of the production unit | EAN of the production unit | Reactive technical range (Qmin – Q max) of production unit |
|  |  |  |
|  |  |  |

1. The Access Responsible Party has the right to transfer its supplier rights and obligations to a third party [↑](#footnote-ref-1)