



Renewable Electricity Support Scheme

RESS 1 Qualification Information Pack

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1. Introduction

The aim of this Qualification Information Pack is to provide information to prospective RESS 1 Applicants to enable them to participate in the RESS 1 qualification process. The information that issued in the Technical Information Pack on 28/02/2020 was in draft form and was published to enable prospective RESS 1 Applicants to commence gathering key information. Information in this Qualification Information Pack is final. Prospective RESS 1 Applicants should ensure that only the documents included here are used in any RESS 1 Application for Qualification.

Submission of Applications for Qualification shall be facilitated through an online portal as described in “RESS 1 Online Portal - Connectivity Information (R1CI)” included in this document.

In this Qualification Information Pack, prospective RESS 1 Applicants will find the necessary forms that will need to be provided in the Application for Qualification. Included also are connectivity details regarding the online portal that will be used to complete the Application for Qualification.

This pack includes the RESS 1 Auction Timetable, which outlines key dates that will take place throughout the year for the RESS 1 Auction.

The key documents included in this Qualification Information Pack include:

- RESS 1 Auction Timetable ([R1AT](#))
- RESS 1 Bid Bond Applicant Submission Form ([R1BB1](#))
- RESS 1 Bid Bond Applicant Return Form ([R1BB2](#))
- RESS 1 Application for Review Form ([R1AR](#))
- RESS 1 Notice of Withdrawal Form ([R1NW](#))
- RESS 1 Notice of Dissatisfaction ([R1ND](#))
- RESS 1 Landowner Consent Confirmation ([R1LCC](#))
- RESS 1 Templates for Director Declarations (R1DDs)
- RESS 1 Online Portal - Connectivity Information (R1CI)
- RESS 1 Qualification Process ([R1QP](#))
- RESS 1 Offline Template ([R1OT](#))ⁱ

All forms and declarations found within this pack are based on the [RESS 1 Terms and Conditions](#). Where there is a difference between this Qualification Information Pack and the RESS 1 Terms and Conditions, the latter takes precedence. Prospective RESS 1 Applicants should ensure they are fully aware of the obligations that arise in the RESS 1 Terms and Conditions.

ⁱ This is provided for offline use only and is not for upload. All data referred to in this offline template must be submitted directly with the relevant signed forms and declarations via RESS 1 Qualification Portal.

This Qualification Information Pack will explain the background to each of the documents included herein.

It is preferable that all documents are typed and if this is not possible they must be completed using block capitals. For the avoidance of doubt, documents should be completed, printed, signed by the relevant director, scanned to portable document format (pdf) and uploaded to the RESS Qualification Portal.

It is important that all documents are uploaded to the RESS Qualification Portal in pdf format.

2. Contact Details

Below you will find contact details for the RESS team in EirGrid. In order to contact the RESS team, please submit your query to the email address provided below and the RESS team will endeavour to respond to your query as soon as possible via email. As this is a formal process, all queries will be addressed via email.

RESS1 Qualification & Auction Processes

Postal:

FAO: RESS Auction Delivery

EirGrid, Block 3 The Oval, 160 Shelbourne Road, Ballsbridge, Dublin 4, D04 FW28, Ireland

Email:

RESS@eirgrid.com

2.1 Q&A Sessions

EirGrid will host Q&A sessions via conference call during the qualification period to help address frequently asked questions from prospective RESS 1 Applicants.

The RESS Operational Team asks that prospective RESS 1 Applicants email their questions to RESS@eirgrid.com with the subject line 'RESS 1 Query for Q&A Session'. **It is intended that the sessions will take place each Thursday. All questions must be sent to RESS@eirgrid.com no later than 12:00 noon on the previous Wednesday in order for the questions to be addressed during the Thursday call.**

During these calls, EirGrid will only be answering questions that have been submitted by email. It will not be possible to raise questions directly on the call. If your question has not been addressed on a call, it will be on the list and addressed at a later call.

A Frequently Asked Questions [FAQ document](#) has also been published on the EirGrid website; it will be updated over the course of the RESS 1 Qualification and Auction processes. Prospective RESS 1 Applicants should consult this document prior to raising a query with the RESS Operational Team.

Below is a schedule of the Q&A sessions that will take place. An email will issue to our distribution list for RESS updates with the conference line details prior to these sessions. These dates are subject to change depending on the demand of questions received. If there is a change to the below schedule, an email will be circulated to the distribution list for RESS updates.

Event	Date and Time
RESS 1 Q&A Session	Thu 12/03/2020 11:00
RESS 1 Q&A Session	Thu 19/03/2020 11:00
RESS 1 Q&A Session	Thu 26/03/2020 11:00
RESS 1 Q&A Session	Thu 02/04/2020 11:00

3. RESS 1 Auction Qualification

The RESS 1 Qualification Process (R1QP) contained in this pack includes a detailed step-by-step guide to enable RESS 1 Applicants to clearly understand exactly what is required of them to participate in qualification for the RESS 1 Auction from the Qualification Application Opening Date to Final Qualification Decisions Date. Timings of key activities are also illustrated in the process in line with the dates identified in the RESS 1 Auction Timetable. The RESS 1 Qualification Process consists of the steps associated with qualification submission, qualification assessment and qualification results.

4. RESS 1 Auction Timetable

The latest RESS 1 Auction Timetable (R1AT) v2.0 is included in this Qualification Information Pack.

5. RESS 1 Bid Bond Applicant Submission/Return Forms

A Bid Bond means a cash security lodged by an Applicant in respect of an Application for Qualification in accordance with the RESS 1 Terms and Conditions.

Each Applicant (other than those for Community Zero-Bond Projects) must provide a Bid Bond to the TSO by the Bid Bond Posting Date. The Bid bond value in RESS 1 is €2,000 per MW, where the MW value is the Offer Quantity for the RESS 1 Project (The “Bid Bond Required Amount”).

In this section there are two forms relating to Bid Bonds which **must** be fully completed and submitted as part of the Application for Qualification by all Applicants (including Community Zero-Bond Projects). The two forms to be uploaded to the online portal are described in more detail below:

5.1 RESS 1 Bid Bond Applicant Submission Form

When an Applicant is submitting an Application for Qualification in respect of the RESS 1 Auction, they must post a Bid Bond in a single payment to be cleared in the TSO RESS Account no later than the Bid Bond Posting Date. As part of this process, all sections of this form (R1BB1) must be completed. This form must be issued on company headed paper and be signed by a director.

It is vital that this form is completed correctly; in particular, it is important that the RESS 1 Application Reference (as assigned in Application for Qualification: RESS1-4 Digits) is included within the payment reference when a payment is being made in order for the TSO to safely and securely link a submitted Bid Bond to a RESS 1 Project.

5.2 RESS 1 Bid Bond Applicant Return Form

When an Applicant (including Community Zero-Bond Projects) is submitting an Application for Qualification in respect of the RESS 1 Auction, they must also submit a RESS 1 Bid Bond Applicant Return Form (R1BB2). This form will be used by the TSO where a Bid Bond is to be returned to an Applicant. This form must be issued on company headed paper and be signed by a director.

6. RESS 1 Application for Review Form

In accordance with the RESS 1 Terms and Conditions, an Applicant who considers that the TSO has not applied the Terms and Conditions correctly in the Provisional Qualification Decision, can submit an Application for Review (R1AR) to the TSO. **The Application for Review must be received by the TSO no later than two working days after receipt by the Applicant of the Provisional Qualification Decision.** This form can be signed by an authorised user.

7. RESS 1 Notice of Withdrawal

An Applicant, who has submitted an Application for Qualification in respect of the RESS 1 Auction and who no longer wishes to participate in the RESS 1 Auction, can issue a Notice of Withdrawal (R1NW) to the TSO. **The Notice of Withdrawal must be received by the TSO no later than the Final Withdrawal Date in the RESS 1 Auction Timetable.** This notice can be signed by an authorised user. The Notice of Withdrawal is irrevocable and the Application for Qualification will not be considered further for the RESS 1 Auction.

8. RESS 1 Notice of Dissatisfaction

An Applicant who, following a TSO decision with respect to an Application for Review, considers that the TSO has not applied the Terms and Conditions correctly in their decision on the Application for Qualification or the Application for Review, can submit a Notice of Dissatisfaction (R1ND) to the Minister (copying the TSO). The Applicant should detail the relevant provisions of the RESS 1 Terms and Conditions that they consider have not been applied correctly by the TSO.

The Notice of Dissatisfaction must be received by the Minister no later than two working days after receipt of the TSO decision. The notice should be accompanied by the TSO decision in respect of the Application for Review. This form can be signed by an authorised user.

9. RESS 1 Landowner Consent Confirmation

The RESS 1 Applicant must possess and demonstrate control of the Site of the RESS 1 Project and the right to access this Site for the purposes of developing and operating the RESS 1 Project.

Compliance with this requirement must be evidenced by the Applicant submitting a RESS 1 Landowner Consent Confirmation Form (R1LCC) in line with the RESS 1 Terms and Conditions. **This form must be signed by a director and witnessed and signed by a solicitor.**

10. RESS 1 Director Declarations

There are seven director declarations to be included in the Application for Qualification; six of which are as per the RESS 1 Terms and Conditions and one which is needed by the TSO to accept an Application for Qualification by one of the two nominated authorised users. **All seven director declarations must be made by way of an individual sworn affidavit.**

Templates for each of the seven director declarations are included in this Qualification Information Pack. The seven director declarations to be attached to the Application for Qualification include:

- Declaration of Planning Consent ([R1DD1](#))
- Declaration of Grid Connection ([R1DD2](#))
- Declaration of Financeability ([R1DD3](#))
- Declaration of New Project ([R1DD4](#))
- Declaration of Bidding Independence ([R1DD5](#))
- Declaration of Community-Led Project ([R1DD6](#))
- Declaration of User Authorisation ([R1DD7](#))

Please ensure that all the entities listed in Exhibits A, C, D and E of the Declaration of Bidding Independence (R1DD5) should be entered in the Entity Details tab of the RESS Qualification Portal.

11. RESS 1 Online Portal - Connectivity Information (R1CI)

An online RESS Qualification Portal will be made available to the Applicant to complete and submit an Application for Qualification in respect of the RESS 1 Auction.

The RESS operations team issued communications on 18/02/2020 seeking primary and secondary contact information (mobile number and email address) for each RESS 1 Project. The nominated contacts that have been provided to the TSO should receive an email in the coming days inviting them to test connectivity which will take them to the online portal landing page.

The primary and secondary contacts provided to the TSO will be referred to as Authorised Users. An Application for Qualification will only be accepted by the TSO if it is submitted by one of the two nominated authorised users.

When an authorised user accesses the online portal, they will be directed to an Application for Qualification for their respective RESS 1 Project.

In order to access the online portal and test connectivity, the Authorised User will receive an email invitation with a link, username and temporary password. On navigating to the link, they will be

required to enter the username and password. After login, they will receive a code on their mobile phone, which they will use to complete their registration. They will also be asked to change their password.

On each subsequent visit to the portal, they will be issued with a code to their mobile phone which must be entered to complete the logon. This is to ensure a high level of security on the portal.

Should an authorised user forget their password they can click the “forgot password?” link. They will receive a new, temporary password to the email address they provided. An authorised user should allow up to one working day for this to arrive. If the email cannot be found in the authorised users’ normal inbox, they should check their spam or junk folders.

The contact email address for those experiencing difficulties accessing the online qualification portal is RESS1.2020.support@eirgrid.com

If you have not submitted your contact details to the RESS team and you wish to submit an Application for Qualification for a RESS 1 Project please follow this [link](#). It will bring you to the RESS page on the EirGrid website where you will find instructions and the form that needs to be completed in order to get access to the online portal.