



1. About the Competition

The Solar PV sector has been growing at a rapid rate and in an effort to support the growth of the sector and to promote standards and good workmanship, a number of stakeholders have come together in an effort to identify the best Solar Hybrid Installation completed in 2019.

The 2019 Solar Hybrid Installation of the year Competition is about:

- Sustainable and continuous growth of contractors
- Standards, workmanship and integrity applied by contractors to ensure quality during construction
- After sales service and maintenance
- Industry interaction between installers, suppliers, industry bodies and other interested stakeholders

Project submissions need to embody the challenges, opportunities, achievements and growth experienced while involved with projects within this sector. Projects will be scored according to information submitted in several areas in the various categories.

2. Competition Endorsement

The competition is endorsed and supported by the Association for Renewable Energy Practitioners.





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3. Industry Sponsorship received

"More Sponsorships to be announced later"



renewable
energies



victron energy
BLUE POWER



ACDC
DYNAMICS



ELLIES

RUBICON
POWERED BY SYMION

PQRS



4. Categories

The Competition categories are;

1. Range 1 is for Solar Hybrid Systems between >1MWp and <5MWp
2. Range 2 is for Solar Hybrid Systems between 100 and 999.9kWp
3. Range 3 is for Solar Hybrid Systems between >50 and 99.9kWp Three Phase
4. Range 3a is for Solar Hybrid Systems between 11 and 50kWp Single Phase
5. Range 4 is for Solar Hybrid Systems from 1kWp up to 10kWp Single Phase

Only 1 entry per company will be accepted.

Qualifying Criteria

The project submitted to be judged, must be a Hybrid System consisting of, both;

- Solar PV modules
- A form of Storage system (i.e. Lead-Acid or Li-ion battery tech.)

In addition;

- The System must have been installed during 2019
- Only 1 entry per company will be accepted.
- Entries close at midnight on 15 January 2020.

The following systems **do not** qualify for this competition:

- Grid tied systems without storage cannot be entered.
- Hybrid systems without solar PV cannot be entered.
- Grid tied systems with generators only cannot be entered.
- Systems installed by individuals and/or homeowners.
- The competition is not open to individuals and/or homeowners.

5. Submitting Entries

Submit an entry in four easy steps in the competition entry form provided:

1. Select the category of installation
2. Provide contractor information
3. Provide project information
4. Provide supporting documentation

Electronic entries to be submitted to: 2019_competition@offgridtech.co.za



6. Judging

1. Submissions are scored according to the table provided in point 1.7 of the entry form.
2. Scores are calculated and factored in a score out of 100.
3. The contractor with the highest score is deemed to be contractor of the year for a particular category based on project and organisational determination through the scoring mechanism as indicated within the entry form.
4. The Competition entries will be judged by independently selected persons in the Industry and will be endorsed by the Association for Renewable Energy Practitioners.
5. The details of the adjudication panel will be made available as soon as finalised.
6. The Judge's decision will be final, and no correspondence will be entered into.
7. Submission of entries to start on the 4th of December 2019 and will end at midnight on 15th January 2020.
8. Only electronic entries will be accepted.
9. Winners will be announced in the first week of February 2020. Winners will receive an award certificate and a prize at a prize-giving ceremony to be held at the The Solar Show Africa 2020 in conjunction with Power & Electricity World Africa 2020 in Sandton on the 31st March 2020.
<https://www.terrapinn.com/exhibition/solar-show-africa/index.stm>



7. Terms and Conditions

1. Only registered businesses conducting solar PV installations, sales and consultations are eligible to enter the competition.
2. The competition is not open to individuals and/or homeowners.
3. Entry is Free of charge.
4. **Only one entry per company may be submitted.**
5. The project entered must have been commissioned between 01 January 2019 and 30 November 2019.
6. Close to R200k worth of prizes will be awarded to the winners during this competition. Judges will have the opportunity to allocate prizes to winners.
7. Contractors, organisations or businesses participating in this competition agree to the following terms and conditions upon submitting entries.
8. Scoring criteria may be amended by judges based on content of submissions received.
9. The judge's decision will be final, and no correspondence will be entered into in the event where a dispute could arise, based on the judge's outcome.
10. Information submitted as part of an entry may be used and published publicly. Should sections of your entry be deemed to be confidential intellectual property, the onus lies with you to mark such sections as confidential.
11. By submitting an entry, you agree to the terms and conditions.



8. Contact information

For more information contact the Association for Renewable Energy Practitioners;

- Anton de Swardt
Mobile: 082 893 5316
email: anton@offgridtech.co.za
- Petro van der Berg
Mobile: 067 025 4835
email: petro@areprac.org

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ENTRY FORM



1.1 Categories

Select a category within the following ranges (please circle or highlight range):

1. Range 1 is for Solar Hybrid Systems between >1MWp and <5MWp
2. Range 2 is for Solar Hybrid Systems between 100 and 999.9kWp
3. Range 3 is for Solar Hybrid Systems between >50 and 99.9kWp
4. Range 3a is for Solar Hybrid Systems between 11 and 50kWp
5. Range 4 is for Solar Hybrid Systems from 1kWp up to 10kWp

1.2 Your Contact Information

- Company Name:
- Contact Person:
- Office number:
- Mobile number:

1.3 Project Overview

- Size of installation:
- Location of installation:
- Commission / completion date:
- Application of the installation:
(Home / Guest house / Farm / etc)
- Does your Solar PV Hybrid System include?
 - Solar PV Modules / Panels yes/no
 - Storage yes/no

1.4 Provide project information (70 points)

General Project information (20 points)



1.4.1 Project development

- Is there a formal PV Module Design? Yes/No
If yes, provide name of company & person responsible. Attach design as annexure A
- Is there a Mounting Structure Design? Yes/No
If yes, provide name of company & person responsible. Attach design as annexure B
- Is there a Cable layout and line diagram? Yes/No
If yes, provide name of company & person responsible. Attach design as annexure C
- Who was responsible for the Project management?
- Who was responsible for the Installation?
- Do the installers have an SSP P4 Certification (AREP) or PV Green Card or any other relevant endorsement? Attach certificates / registrations as annexure D
- Is the project registered with the municipality or with Eskom? Yes/No
If no, please provide reasons in annexure E
If yes, please submit documentation as annexure E
- On Commissioning / Project handover to the client – provide information on how the system performance was tested. Submit documentation as annexure F

1.4.2 *Project Duration (5 points)*

Man-hours allocated towards the various parts of the project, if available;

- Total hours:
- Project Management:
- Module Design:
- Mounting Structure Design:
- Cable layout & Line Diagrams:
- Installation:

How many people were involved with the various stages?

- Total number of people:



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- Project Management:
- Module Design:
- Mounting Structure Design:
- Cable layout & Line Diagrams:
- Installation:

Job Creation

- Were any new jobs created? Yes/No
If yes, how many new jobs were created?
- Were the jobs created permanent or temporary?
- Were the jobs created skilled or unskilled?

1.4.3 Communication (5 points)

- How many people had to be managed during the project from a communication point of view?
- Did you have to negotiate or communicate with the local community / body corporate / committees / or Homeowners Association? Yes/No
- Was the project done for the;
 - consumer / user of the plant? Yes/No
 - or
 - was the work done as a sub-contractor, to a principal contractor? Yes/No
- Was a Service Level Agreement in place? Yes / No
If yes, provide information as annexure G
- Do you have a maintenance agreement in place for the project: Yes / No
If yes, provide information as annexure H

1.4.4 *Project / Design Considerations (15 points)*

In this part of the information we would like to know how complex the installation was. Complexity can take many shapes or forms and below we have provided several examples of complexities that contractors could have encountered during the life of the project.



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- Was the project off-grid or grid interactive?
- Did the equipment being installed have to synchronize with other equipment – Yes/No
If yes, provide information as annexure I
- Did your equipment have to be configured with other equipment such as communication devices, gensets, or other control equipment? – Yes/No
If yes, provide information as annexure J
- Was a Lighting and Surge Protection Risk analysis done? Yes / No

Were surge protection devices installed? Yes / No
Was a lightening protection system installed? Yes / No
If yes, provide information as annexure K
- Was a structural design done? Yes / No
If yes, provide information as annexure L
If no, provide reason as annexure L
- Other complexities you feel we should know about, provide information as annexure M

1.4.5 Conditions on the site (15 points)

Here we would like to know about the onsite difficulties of the project. What did you have to do to get the project off the ground, or did you arrive and install? Did you have to re-do/fix something else in order to complete the electrical portion of the works.

- Name of the client?
- What is the nature of your client's business?
(Guest house, home, office building, etc)

What is the location of the project?
- Was there an existing system on site?
- Were there any Risks & Challenges on site? (10 points) Yes/No
If yes, provide information as annexure N
- Did the project include working at heights, civil works, and hazardous locations? Yes/No
If yes, provide information as annexure O
- Payments and cash flow (was it a problem?) if so, how did you overcome these challenges?
If yes, provide information as annexure P



1.5 Provide your Company Information (30 Points)

Provide information as annexure Q

- HR & Communication (10 points)
- Training and staff development
- How many staff members do you have? Full-time and part-t
- How many have been sent for courses and which courses have been attended?
- Local employment
- Staff performance and incentive programmes

1.6 Equipment list and Additional Supporting documentation (20 points)

What are we looking for? Surge protection, labeling, neatness, layout, site conditions, photos taken while work was conducted, etc.

Below we have given some examples of documentation that can be submitted as supporting documentation. Include additional supporting documentation as annexure R.

Photos of Main DB Board, or PV Plant or other parts of the project.

Copies of C.o.C, Commissioning documentation, etc.

Equipment list to be submitted as annexure S, (include and make a distinction between equipment already on site and new equipment)

Include additional supporting documentation as annexure T.

By submitting this entry, you agree to abide by the terms and conditions. The information provided, is to the best of your knowledge accurate and a fair representation of the project entered.

Project information submitted by: _____
(Name & Surname)

Signature : _____

Designation at Company: _____

Date: _____

1.7 Important information to consider when submitting your entry

- Very important: Only information submitted on the submission date will be used during the adjudication process. Under no circumstances will additional project information be accepted after the submission date. The submission date is the date on which the entry is submitted by email.



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- Only electronic entries will be accepted. Submit to: 2019_competition@offgridtech.co.za
- Information submitted must tell us why you think this installation is worthy of being the installation for the year.
- Information submitted needs to be concise and to the point but still contain as much relevant information as possible.
- It is the information that has been submitted that allows the judges to score the project.
- Remember, your entry is competing against other entries that are of a similar nature. Photos and supporting documentation are important.

1.8 Scoring: Table 1

Table 1	
Description	Score
Project info	20
Project duration	5
Communication info	5
Project Considerations	15
Conditions onsite	15
Risks & Challenges	10
HR & Comms	10
Supporting documentation	20
Total	100