

Guidance Notes for Public Bodies

Energy Efficiency Obligation Scheme



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Sustainable Energy Authority of Ireland

SEAI is Ireland's national energy authority investing in, and delivering, appropriate, effective and sustainable solutions to help Ireland's transition to a clean energy future. We work with the public, businesses, communities and the Government to achieve this, through expertise, funding, educational programmes, policy advice, research and the development of new technologies.

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1. Energy Efficiency Obligation Scheme

Overview

- 1.1. In accordance with S.I. 522 of 2002, the Energy Efficiency Obligation Scheme (“EEOS”) places legally binding energy efficiency targets on the largest suppliers in Ireland (the “Obligated Parties”). Under the EEOS, the Obligated Parties are required to achieve annual energy efficiency targets.
- 1.2. Obligated Parties achieve their targets by supporting businesses, public sector bodies and homeowners to improve the energy efficiency of their organisations, operations and properties. The energy saved through these energy efficiency improvement measures (“**Measures**”) can be counted towards their targets. Obligated Parties notify SEAI of Measures they have supported and SEAI records their progress.
- 1.3. The combined annual target of all Obligated Parties is approximately 662 GWh of final energy savings. Of this, 10% must be achieved in the residential sector, a further 5% must be achieved in homes meeting the EEOS definition of energy poverty, and the remaining 85% of the targets can be met in any sector¹.
- 1.4. The overall annual target is divided between all Obligated Parties based on their share of energy sales.
- 1.5. The scheme has been operating since 2014. A new phase of the scheme started on 1st January 2023 underpinned by S.I. 522 of 2022^{2,3}. As the administrator of EEOS, SEAI publishes contact details for the Obligated Parties on its website⁴ and monitors their compliance with the targets.

2. Working with Obligated Parties

Obligated Party vs energy supplier

- 2.1. Energy suppliers and distributors are designated as Obligated Parties based on the volume of their final annual energy sales across all fuels, including gas, electricity, liquid fuel and solid fuel (*i.e.* greater than 400GWh of energy per annum). Some Obligated Parties are not gas and/or electricity suppliers. Similarly, some energy suppliers are not Obligated Parties.
- 2.2. There is no requirement for Obligated Parties to work exclusively or at all with their own customers. This means that a public body can seek support from any Obligated Party, irrespective of which energy supplier supplies their gas, electricity or other energy fuels.

¹ Refer to Chapter 4 of the EEOS Guidance for full definition of the sectors: [EEOS-Guidance-Document.pdf](#).

² Available at: <https://www.irishstatutebook.ie/eli/2022/si/522/made/en/pdf>.

³ The Energy Efficiency Directive was recast in 2023 with a transposition deadline of October 2025. The EEOS Regulations are expected to be updated in that timeframe.

⁴ This list is available at: <https://www.seai.ie/grants/business-grants/eeos-businesses>

Eligible energy savings

2.3. Obligated Parties must report final energy savings towards their targets.

These energy savings must be additional, meaning:

- The energy savings must have occurred directly as a result of the Measures undertaken and would not have occurred otherwise (for example, through standard industrial practices or maintenance). The Obligated Party must be material to the savings achieved, meaning that
 - i. they must have contributed (financially and/or technically) to the realisation of the specific individual Measure in question, and
 - ii. (their contribution influenced the end-user's decision to undertake the energy efficiency investment.
- The energy savings must be sustainable, lasting until at least the end of the obligation period (2030).

Types of support available

2.4. The support an Obligated Party provides may be technical, financial, or a mixture of both – see Table 1 below for an illustrative list of supports.

Financial support	Technical support
<ul style="list-style-type: none">• A direct monetary contribution towards a project• Facilitating low interest loans• Negotiating discounts on materials (e.g. lighting supplies, high efficiency pumps, and motors)• Reduced energy prices or tariffs	<ul style="list-style-type: none">• Providing a certified energy practitioner to carry out energy audits• Implementing energy management systems• Identifying energy efficiency opportunities• Measuring and verifying savings for completed Measures• Procurement assistance

Table 1: Types of support from Obligated Parties

- 2.5. In the vast majority of cases, there is no financial cost to the Public Body for the supports provided by an Obligated Party, as shown in Table 2, below. The energy savings achieved through Measures are counted towards the Obligated Party's EEOS targets in exchange for the supports provided.

	Typical EEOS supports		
	Option 1	Option 2	Option 3
Supports from OP	Financial contribution only	Technical supports only	Mix of financial contribution and technical supports
Payment from Public Body to OP	None	None	None

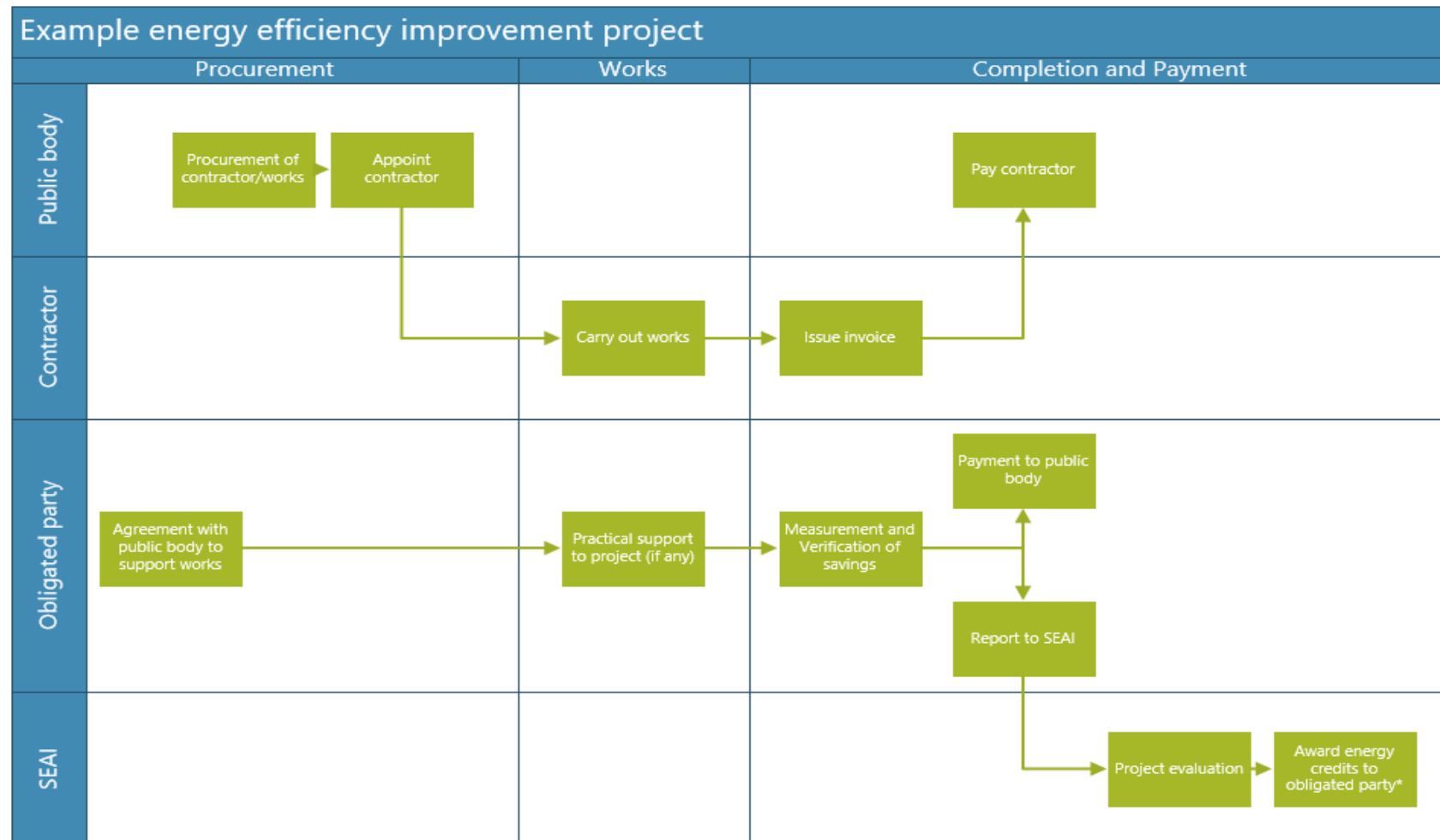
Table 2: Cost of support from Obligated Parties

EEOS Evidence requirements

- 2.6. Obligated Parties are responsible for measuring and verifying the energy savings that they report towards their targets, to ensure that they are accurate, and that the savings will be sustained until the end of the obligation period.
- 2.7. SEAI will carry out additional checks to verify the energy savings reported by Obligated Parties. This may also involve a site visit to assess the works completed.

3. How does the EEOS process work?

3.1. Figure 1 below gives an example of the process of working with an Obligated Party



*Energy savings achieved will also be reflected in the public body's annual M&R return

Figure 1: EEOS support process

4. Frequently asked Questions

Is any money paid to Obligated Parties under EEOS?

- 4.1. Under EEOS, Obligated Parties support organisations and households to achieve Measures. They provide financial and/or technical support to incentivise these measures (see Table 1 above). This does not involve payment to the Obligated Party of any public money.
- 4.2. If a public body procures additional services from an Obligated Party which exceed the value of the energy credits, this may involve financial costs to the public body, which would need to be agreed in advance between the Public Body and the Obligated Party.

What is the Obligated Party's motivation for supporting a project?

- 4.3. In exchange for their support, an Obligated Party will count the energy savings achieved by the Measures in the public body's project towards their legally binding annual energy efficiency targets.

What is an Energy Credit?

- 4.4. For every one kilowatt hour of final energy saved through Measures, Obligated Parties achieve one Energy Credit towards their targets.
- 4.5. Energy credits are created when an Obligated Party⁵ supports a Measure in the Republic of Ireland. Energy efficiency works which have not been supported by an Obligated Party from the beginning do not generate energy credits, as they do not meet the EEOS criteria (as defined in 2.3, above). There are no other companies (either in Ireland or in any other countries) whose support towards these projects will generate energy credits.
- 4.6. Energy credits are not of value to any entity other than an Obligated Party. If they are not claimed by an Obligated Party towards their target, they cannot be used for any other purpose.

Do the energy savings from my project still count towards my targets if there is EEOS support?

- 4.7. Yes. The Obligated Party can provide support to help you achieve your Public Body targets. The savings achieved will count towards Ireland's Public Body targets. All Public Body energy efficiency savings also count towards Ireland's Article 8 Energy Savings target under the Energy Efficiency Directive. Where there is EEOS support involved, the savings will be counted

⁵ All Obligated Parties are included in the list on SEAI's website, available at: <https://www.seai.ie/grants/home-energy-grants/eeos-homebodies-local-authorities>

as EEOS savings. Where there is no EEOS support involved, the savings will be counted as an Alternative Measure.

5. Public procurement

Do public procurement guidelines and rules apply?

- 5.1. Public procurement rules do not apply to instances where a public body seeks financial support from an Obligated Party under EEOS towards a Measure.
- 5.2. Where a public body seeks support in the form of services from an Obligated Party, public procurement rules may apply. However, public procurement rules will only apply where there is “pecuniary interest” – in other words, sufficient consideration on the part of the contracting authority. In circumstances where the public body does not pay anything to the Obligated Parties, there may be no pecuniary interest. In such as case, as the public body is not offering any payment for the services, other market participants may also not have an interest in the contract.
- 5.3. SEAI has prepared this guidance note to help public bodies understand and access the supports available under EEOS. A public body’s legal obligations in relation to public procurement are not affected by this guidance note. Compliance with public procurement rules remains the responsibility of the contracting public body.

6. How to obtain support from an Obligated Party

- 6.1. There are multiple ways a public body can request support from the Obligated Parties:
 - i. Complete and submit the EEOS Support Request form⁶ and it will be listed on the SEAI Obligated Party portal, where all Obligated Parties will all have an equal opportunity to read it.⁷ If an Obligated Party is interested in offering support(s) towards the project, they will contact you directly.
 - ii. Contact the Obligated Parties directly. Their contact details are available on the SEAI website.⁸ You may wish to contact multiple Obligated Parties, so you can compare any offers of support received.
 - iii. It may be appropriate to follow other procurement procedures in certain cases.

⁶ Available at: [Energy Efficiency Obligation Scheme \(EEOS\): Support Request Form \(Page 1 of 3\)](#)

⁷ This portal is not accessible to other parties. It is exclusively used by the Obligated Parties and administered by SEAI.

⁸ Available at: <https://www.seai.ie/grants/home-energy-grants/eeos-homebodies-local-authorities>

- iv. Some scenarios have been set out in Appendix 1 to help understand the options.
- 6.2. The Obligated Parties will need some information about the type of Measure(s) that you are considering and the type(s) of support that would be of benefit. The checklist in [section 8.1 below](#) sets out the key information that would be helpful to include when you are contacting the Obligated Parties.
- 6.3. It is for the Obligated Party to decide whether they would be interested in supporting a Measure. If they are interested, they can provide details of the types of support they would be able to offer. For direct financial supports, they will typically offer a certain price per kWh of final energy saved.
- 6.4. It should be noted that Obligated Parties have different targets and different approaches to meeting their targets. For this reason, it is likely that Measures would receive interest from only a few Obligated Parties; some Measures may not attract any offers of support.
- 6.5. To formalise the agreement, a contractual agreement should be signed by the public body and the Obligated Party. SEAI has no involvement in any agreement between a public body and an Obligated Party.
- 6.6. Public bodies will typically receive any agreed financial contribution from the Obligated Party following completion of the works and measurement and verification of the energy credits achieved.
- 6.7. We encourage public bodies to share their documentation, approaches and stories on Energy Link⁹.

7. Checklist for agreement with Obligated Parties

- 7.1. When contacting Obligated Parties to request support for your Measure(s), it is important to include the information below (in particular points a to d). This will help the Obligated Parties to decide whether to offer supports towards a Measure.
 - a) What type of energy efficiency works are you considering?
 - If domestic retrofit works are included: What is the number of homes? What is the pre-BER of the homes? What is the scale of the planned retrofits?
 - b) What level of energy savings are expected?
 - c) When are you hoping to undertake the project?

⁹ Available at: <https://energylink.seai.ie/>

- d) Are there any types of practical support that you need?
 - e) Have you received EEOS support previously?
 - f) What quality assurance measures do you expect to have in place?
 - g) How will the energy savings be measured and verified?
 - h) What are the geographical locations of the project(s)?
 - i) What level of in-house expertise or experience is there on energy management?
- 7.2. The Obligated Party will need to reach an agreement with the client organisation before the works begin.
- 7.3. The Obligated Party and/or SEAI (or their agents) may undertake a site inspection as part of their quality assurance activities.

8. Opportunities and benefits of EEOS for public bodies

- 8.1. There are numerous requirements on public bodies to reduce energy consumption and improve energy efficiency. Supports from Obligated Parties under EEOS can provide a valuable additional funding stream and/or expertise towards Measures. These supports can be provided in addition to SEAI grants.
- 8.2. Public sector monitoring and reporting requirements are not affected by EEOS support.

Existing partnerships between public bodies and Obligated Parties

- 8.3. Since the scheme began, Obligated Parties have worked in partnership with public bodies to achieve energy credits.
- 8.4. Some public bodies have received grant support from SEAI towards their Measures (for example, through Community Energy Grant¹⁰, EXEED¹¹, Pathfinders¹² or the Business Energy Upgrade Scheme¹³. In many cases, they have received additional support towards these projects from an Obligated Party, in exchange for the energy credits achieved.

¹⁰More information is available at: <https://www.seai.ie/grants/community-grants/>

¹¹ More information is available at: <https://www.seai.ie/grants/business-grants/exeed-certified-grant/>

¹² More information is available at: [Partnerships | Non-Domestic Building Retrofit | Public Sector | SEAI](#)

¹³ More information is available at: [Business Grants & Supports | Business & Public Sector | SEAI](#)

- 8.5. Many local authorities have agreements with an Obligated Party in relation to housing upgrade works (in particular insulation and heating system upgrades)¹⁴. Obligated Parties support these Measures in exchange for the energy credits achieved.
- 8.6. The types of public bodies that have benefitted from EEOS supports to date include (but are not limited to) hospitals, education facilities, county council facilities (including leisure centres and car parks, for example) and major infrastructure (such as rail, bus, water, airports).
- 8.7. Examples of the types of technologies that have been supported to date are listed in Table 3, below.

Type of technologies/improvements		
Boiler and controls upgrade	Lighting upgrade	Process improvements
Fuel consumption reduction	New BEMS	Pump upgrade
HVAC optimisation	New electric heaters, time clocks and thermostats	Transport fleet upgrade
ISO 50001		VSD on fans

Table 3: Types of technologies supported under EEOS (non-exhaustive list)

¹⁴ The energy credits available for domestic measures are available at:
https://www.seai.ie/resources/publications/Energy_Saving_Credits_Table.pdf

9. Case Study A – Louth County Council and Energia 2023 Domestic Retrofit Partnership

Introduction

In 2023 Energia partnered with Louth County Council to assist them in the delivery of home retrofits under the Energy Efficiency Retrofit Programme (EERP). Louth County Council sought both technical support in the completion of works and financial support through EEOS, in addition to obtaining funding from the Department of Housing. Energia provided this support, enabling Louth County Council to complete retrofits at 195 homes, and claimed the resulting energy savings towards their respective Residential and Energy Poverty targets.

Background

The Local authority sought additional support and funding for their EERP works from an EEOS obligated party. They partnered with an obligated party, who agreed to provide the following supports, at no cost to the local authority:

- Pre & post BERs for all retrofitted homes
- Technical assessments of all homes identified for retrofit
- Post works quality audits
- Adhoc consultation and advice
- Financial support, paid per resultant energy credit. The financial contribution varied depending on the category of energy credits resulting from the work. This was broken down as follows:
 - Energy Poverty energy credits – Higher rate of financial support per kWh of energy savings from homes which went from a pre-BER of a D2 or worse to a post-BER of a B2 or better.
 - Residential energy credits – Lower rate of financial support per kWh of energy savings from homes which achieved a minimum uplift of 100 kWh/m²/year.
 - No financial support was provided for homes which did not meet the minimum requirements.

These supports were provided by the obligated party to the partnered local authority at relevant stages throughout the works and were in addition to the €36,000 to €45,000 range in funding provided by the Department of Housing for each home renovated.

Works Completed

The renovation work commenced in March and final checks were performed in November of the same year. Over this period, 195 homes were retrofitted by the local authority, with the support of the obligated party. This resulted in 1.9 GWh of final energy savings for which the local authority received the agreed financial support. Of the 195 homes:

- 103 were renovated from a D2 to a B2 or better and were therefore eligible for Energy Poverty energy credits and received the higher rate of additional financial support
- 79 achieved the minimum uplift of 100 kWh/m²/year and received the lower rate of additional financial support
- 13 did not meet the minimum uplift criteria and received no additional financial support

A number of different energy efficiency measures were identified across the 195 homes as part of the technical assessments. The installed measures varied depending on the house type and pre-BER rating. The following table shows the frequency of the measures throughout the project:

Measure Type	Number of Houses
Air to Water Heat Pump	195
Airtight Doors	195
Airtight Windows	193
Mechanical Ventilation	102
External Wall Insulation	101
Heating Controls	66
Attic Insulation	47
Cavity Wall Insulation	26
Internal Wall Insulation	1
Floor Insulation	1

What was expected from the Local Authority in this partnership?

In order for the partnered obligated party to claim the resulting energy credits, after which the financial support could then be paid to the local authority, the energy savings achieved had to comply with the EEOS requirements. In order to ensure this, the partnership contained three requirements from the obligated party to the local authority:

1. The obligated party's main objective was to obtain energy poverty credits from the partnership, so a high percentage of the homes covered under the partnership were required to be eligible for energy poverty credits, with a pre-BER of a D2 or worse.
2. A paper trail was required to ensure the obligated party could provide the necessary documentation to support the energy credits claimed under the EEOS. This included commissioning and RECI certification for heat pumps, product information for installed measures, waivers, contractor invoices, etc.
3. An accessible shared drive was required by the obligated party to facilitate the gathering and storing of all supporting documentation, as well as tracking of the works completed and resulting energy credits.

10. Case Study B – Donegal County Council and REIL Multi-Annual Partnership

Introduction

REIL and Donegal County Council have been partnered since 2012. Under this multi-annual contract, Donegal County Council receive energy management support from REIL, who in turn claim resultant energy savings against their EEOS targets. Throughout this partnership, Donegal County Council have benefited from a multitude of support types, assisting them in the delivery of key projects.

Supports Provided

2012-Present	The obligated party provide continual energy management support for Donegal County Council.
2014-2018	Donegal County Council used the support of the obligated party to secure €434,800 in grant funding for 82 energy upgrades across their portfolio.
	The obligated party provided support and collation for Donegal County Council's Climate Action Plan grant application, from which €3.5 million in funding was secured.
2018-Present	The obligated party supported Donegal County Council in the achievement of ISO 50001 accreditation and continue to support the annual maintenance of this accreditation.
	The obligated party provided circa €300,000 in additional funding for Donegal County Council energy upgrades. Furthermore, a significant public lighting project was completed, resulting in energy savings of approximately 3.3 GWh, which qualified for energy credits.

Partnership Achievements

In 2016, with the support of the obligated party Donegal County Council was one of the first local authorities to achieve an ISO 50001 accredited energy management system (EnMS). The Council has since continued in the success of recertification year on year.

Since 2016, Donegal County Council has successfully completed various energy projects with funding support from the obligated party, as well as SEAI and European grants including the following:

- Retrofit replacement of existing lighting to a more energy efficient LED lighting at 10 locations.
- 1no. Solar PV System installations, ranging between 6kW – 15kW systems.
- 2no. Public Services Centre's deep retrofits, with the removal of fossil fuel usage to heat pump heating systems.
- 3no. Former Army Barrack buildings, deep retrofits, with heat pump heating systems with cavity and attic insulation.
- 16no. Electrical Vehicles introduced to Donegal County Council's vehicle fleet.
- 82% conversion of Donegal County Council's 19,463 public lights to LED, with the remaining 18% to be completed by 2030.

11. Disclaimer

- 11.1. SEAI has prepared this guidance note to assist public bodies understand EEOS and the options available to obtain support from Obligated Parties. The information contained in this guidance note is provided for information purposes only and does not purport to be legal, professional or commercial advice or a definitive interpretation of any law. Any person considering action in respect of matters set out herein should obtain advice from a suitably qualified professional adviser based on their unique requirements.
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12. Glossary

EEOS	Energy Efficiency Obligation Scheme
Energy Credit	When an Obligated Party supports an energy efficiency project, they can count every kilowatt hour of Final Energy saved as one Energy Credit towards their annual targets. Energy credits have no value to any other entity.
Energy efficiency	the ratio between an output of performance, service, goods or energy and an input of energy.
Energy efficiency improvement	the increase in energy efficiency as a result of technological, behavioural and/or economic changes.
Measure	Any action, including provision of information that amounts to an energy efficiency improvement measure and which leads to verifiable and measurable or estimable energy efficiency improvement.
Measurement and verification (M&V)	Obligated Parties must ensure that all energy credits are subject to measurement and verification to ensure that they are accurate before they are submitted to SEAI. This should align with the International Performance Measurement and Verification Protocol (IPMVP) and is typically conducted by Chartered Measurement and Verification Practitioners. This is a more rigorous and robust process than Monitoring and Reporting (M&R) typically used by public bodies, and gives SEAI confidence in the accuracy of the energy credits achieved by Measures.
Obligated Party	There are currently 16 energy companies designated as Obligated Parties, in accordance with S.I. 522 of 2022. Obligated Parties are obligated to support homes and businesses to achieve energy efficiency improvements.
Final Energy	Energy which can be consumed by an end-user, but does not include the energy used in the transformation and distribution of that energy.

Appendix 1: Worked examples of EEOS supports

As set out in Section 2 above, there are multiple types of EEOS support which may be available to Public Bodies in exchange for permitting an Obligated Party to count the energy savings achieved through a project towards their energy efficiency targets.

There are different ways to approach and reach agreement with an Obligated Party, as set out in Section 6, above. This section sets out some examples of these options and ways that a Public Body could assess the value for money presented by each Obligated Party. These examples are intended to be illustrative and for information purposes only – they are optional.

EXAMPLE 1			
Type of support sought by Public Body	Financial Contribution only		
Payment from Public Body to OP	None		
Approach to contacting OPs	Submit an EEOS Support Request form or contact all OPs using the email addresses on the EEOS website. Provide the information set out in the checklist in Section 7.1. Request offers for a financial contribution, using a specific metric such as cost per kilowatt hour (kWh) of final energy savings expected to be achieved through the project.		
How to ensure value for money	Compare the level of support offered by each bidder		
	<i>Cross-sector</i>	<i>Residential</i>	<i>Energy Poverty</i>
	Example bid 1 € A /kWh		
	Example bid 2 € B /kWh		
	Example bid 3 € C /kWh		
	Select the bidder with the highest financial contribution per kWh final energy savings expected to be achieved		
Notes	EEOS is a market-based scheme and the value to an OP of the energy credits will depend on the particular nature of the project and the approach taken by the Public Body to quality assurance and Measurement and Verification. It will also depend upon the wider uptake of energy efficiency projects in the applicable sector (Cross-sectoral / Residential / Energy Poverty). Some Obligated Parties may not require any further energy credits for that particular year so may not submit a bid. For projects which will not be completed and deliver energy savings until, for example, 2 or more years in the future, there may be some		

	Obligated Parties that will be interested in supporting the project in advance.
EXAMPLE 2	
Type of support sought by Public Body	Technical Supports only
Payment from Public Body to OP	None
Approach to contacting OPs	Submit an EEOS Support Request form or contact all OPs using the email addresses on the EEOS website. Provide the information set out in the checklist in Section 7.1, including details of the specific types of technical supports sought and the assessment criteria that will be used to choose the preferred bidder. In this case, the technical support requested is full measurement and verification of the energy savings achieved through the project. The assessment criteria could include, for example, the qualifications, experience and references of the engineer involved, whether they have experience of projects similar in scale and nature to your proposed project, and level of professionalism in engagement, such as the level of detail provided with the bid and the speed of responding to queries.
How to ensure value for money	Compare the level of support offered by each bidder
	Example bid 1 M&V will be provided
	Example bid 2 Full M&V will be provided, including an M&V Plan in advance of works being carried out, data collection and analysis for the 12-month period before the project and the 12-month period after the project, and completion of an M&V report aligned with the standard SEAI template to be completed within 18 months of the project commissioning date.
	Example bid 3 Full M&V will be provided by a Chartered Measurement & Verification Practitioner (CMVP).
	Revert to the bidders for any clarifications if deemed necessary, for example, to clarify if all bids involve a CMVP and what the full M&V service will entail. Select an OP based on the submission which provides the highest confidence in the service to be provided based on the assessment criteria communicated to bidders in advance.
Notes	The request for support could provide more specifics to make the bid evaluation process easier. It is for the public body to decide the evaluation criteria. In this example, as

	<p>the supports being sought were technical only and relating specifically to the provision of measurement and verification services, the evaluation criteria set out above were to identify the submission which gave the highest confidence in the services to be provided. If different technical services were sought, the evaluation criteria set by the public body should be tailored to the specific services sought.</p> <p>Note that, where requests are very specific, this could sometimes result in no bids being received. If no bids are received, it is worth following up with the OPs to ask why they have not submitted a bid or to contact the EEOS team at SEAI for advice.</p>
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EXAMPLE 3	
Type of support sought by Public Body	Mix of financial contribution and technical supports
Payment from Public Body to OP	None
Approach to contacting OPs	Submit an EEOS Support Request form or contact all OPs using the email addresses on the EEOS website. Provide the information set out in the checklist in Section 7.1, including details of the types of support being requested and the assessment criteria that will be used to choose the preferred bidder (see below). In this case, a financial contribution and full measurement and verification of the energy savings achieved through the project by a CMVP.
How to ensure value for money	Compare the level of support offered by each bidder
	Example bid 1 Example bid 2 € A /kWh and full M&V will be provided
	Example bid 2 € B /kWh and full M&V will be provided, including an M&V Plan in advance of works being carried out, data collection and analysis for the 12-month period before the project and the 12-month period after the project, and completion of an M&V report aligned with the standard SEAI template to be completed within 18 months of the project commissioning date.
	Example bid 3 € C /kWh and full M&V will be provided by a Chartered Measurement & Verification Practitioner (CMVP).
	Revert to the bidders for any clarifications, for example, to clarify if all bids involve a CMVP and what the full M&V service will entail. The assessment criteria could involve identifying which OPs will fulfil the technical services as required. Then, if multiple OPs meet those criteria, select the OP with the highest financial contribution per kWh of final energy savings.
Notes	If there is a tie on the financial contribution, you could select the OP which provides the highest level of confidence in the service to be provided according to preset quality criteria.

EXAMPLE 4	
Type of support sought by Public Body	Mix of financial contribution and technical supports
Payment from Public Body to OP	None
Approach to contacting OPs	Submit an EEOS Support Request form or contact all OPs using the email addresses on the EEOS website. Provide the information set out in the checklist in Section 7.1, including details of the types of support being requested and the assessment criteria that will be used to choose the preferred bidder. In this case, a financial contribution and full measurement and verification of the energy savings achieved through the project by a CMVP.
How to ensure value for money	Compare the level of support offered by each bidder
Example bid 1	€ A /kWh financial contribution only
Example bid 2	No financial contribution but full M&V will be provided, including an M&V Plan in advance of works being carried out, data collection and analysis for the 12-month period before the project and the 12-month period after the project, and completion of an M&V report aligned with the standard SEAI template to be completed within 18 months of the project commissioning date.
Example bid 3	No financial contribution but full M&V will be provided by a Chartered Measurement & Verification Practitioner (CMVP).
	In cases such as these where some of the bids are financial and some are technical, it may be difficult to determine which type of support represents the best value for money. It is suggested that, in such a case, public bodies should estimate, to the best of their ability, the value of the technical support in monetary terms and then compare this to the financial contribution(s) offered to determine whether the technical supports or the financial contribution offers the best value for money. Where this results in the technical contributions offering the best value for money, a qualitative comparison should then be conducted between the technical contributions (using preset and communicated assessment criteria) to determine which of those offer the best value for money.

Notes	This approach may be useful depending on the scale of the project.
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EXAMPLE 5	
Type of support sought by Public Body	Technical supports exceeding the value of the energy credits
Payment from Public Body to OP	To be agreed in advance between the OP and the client (if applicable)
Approach to contacting OPs	<ol style="list-style-type: none"> 1. Where the value of the financial payment to an OP would exceed the threshold for advertising on etenders (currently €50,000 for services), then undertake an etenders exercise open to the wider market including OPs and other companies. In that etenders exercise, the public body should make it clear in its procurement documents that offers are also being sought from OPs who may be in a position to provide the services for less financial remuneration than other market participants. This is important to disclose as it is possible that it could impact the competitiveness of non-OPs in the process. 2. Separately, contact all OPs to request offers for a financial contribution. This is advisable because, if a non-OP is appointed via the etenders exercise, an OP might still make a financial contribution for the energy credits available for the project. Note, however, that the financial contribution should not be taken into account in the etenders evaluation. 3. In seeking a financial contribution, use the email addresses on the EEOS website. Provide the information set out in the checklist in Section 7.1. Use a specific metric for the requests such as cost per kilowatt hour (kWh) of final energy savings expected to be achieved through the project
How to ensure value for money	<ol style="list-style-type: none"> 1. Carry out the etenders exercise. 2. Appoint the bidder whose technical support offer scores highest against the assessment criteria. 3. In this example, no valid etender submissions are received from OPs, and so the appointed contractor is a non-OP. 4. Separately appoint an OP for financial support by comparing the level of support offered by each OP who responded to the request for financial support.

EXAMPLE 6	
Type of support sought by Public Body	Technical supports exceeding the value of the energy credits
Payment from Public Body to OP	To be agreed in advance between the OP and the client (if applicable)
Approach to contacting OPs	<ol style="list-style-type: none"> 1. Where the value of the financial payment to an OP would exceed the threshold for advertising on etenders (currently €50,000 for services), then undertake an etenders exercise open to the wider market including OPs and other companies. In that etenders exercise, the public body should make it clear in its procurement documents that offers are also being sought from OPs who may be in a position to provide the services for less financial remuneration than other market participants. This is important to disclose as it is possible that it could impact the competitiveness of non-OPs in the process. 2. Separately, contact all OPs to request offers for a financial contribution. This is advisable because, if a non-OP is appointed via the etenders exercise, an OP might still make a financial contribution for the energy credits available for the project. Note, however, that the financial contribution should not be taken into account in the etenders evaluation. For the purpose of contacting OPs for this financial contribution, use the email addresses on the EEOS website. Provide the information set out in the checklist in Section 7.1. Use a specific metric for the requests such as cost per kilowatt hour (kWh) of final energy savings expected to be achieved through the project
How to ensure value for money	<ol style="list-style-type: none"> 1. Carry out the etenders exercise. 2. Appoint the bidder whose technical support offer scores highest against the assessment criteria. 3. If one or more submissions are received from OPs, this will involve a comparison between OP and non-OP bids. 4. For the cost element of that comparison, compare the price quoted by the non-OP to

	<p>the price quoted by the OP. For clarity, the comparison should only take into account the value of the OP quote for payment – not the value of the payment plus the value of the energy credits. The comparison should also not take into account any value for money savings that might result from another OP (outside of the etenders process) who is willing to make a financial contribution.</p> <p>5. Review the financial contribution offers from OPs in parallel with the etenders exercise. If the appointed contractor under the etenders process is a non-OP, proceed with the financial contribution of the OP that has made the highest financial offer.</p>
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