**Opened market research of LNG terminal project developers announced by the Ministry of Economics of the Republic of Latvia**

**PROCEDURE**

 Riga, 2022

1. **General information**
	1. **Organizer:** Ministry of Economics of the Republic of Latvia**,** VAT number: 90000086008, address: Brivibas street 55, Riga, LV-1519, e-mail: pasts@em.gov.lv.
	2. **Applicant:** the Applicant who has submitted the application form for market research; a legal person, an association of such persons in any combination thereof, who offers to provide the service subject to this market research.
	3. **The market research aims** to assess the available solutions and their potential benefits and costs of establishing liquefied natural gas terminal and the connection to the transmission or distribution system, offering the most optimal solution for ensuring the security of natural gas supply in Latvia in a cost-effective way, meanwhile providing much needed flexibility and alternatives for LNG import regionally.
	4. The Organizer shall establish an **Evaluation Committee**. The Committee established by the Ministry of Economics of the Republic of Latvia is authorized to evaluate the submitted application forms and related annexes.
	5. Within the framework of the market research, potential Applicants shall provide the necessary information defined in point 1.6 for the Organizer to obtain unified and comparable information on the available projects, based on which the implementation of Paragraph 5 of Cabinet Protocol Decision No. 22 of 19 April 2022, §48, will be implemented further.
	6. The submission letter, the application form, three mandatory annexes (1)Gantt chart, (2) Visualization of the technical solution to connect LNG terminal to the transmission system or distribution system with exit to transmission system, (3) Proof of the ability to secure the required investment), and other annexes must be submitted in the English language and should contain relevant information about a **complete solution** (LNG terminal and the connection to the transmission system or distribution system with exit to transmission system).
	7. The application form with all relevant annexes can be submitted electronically to e-mail (pasts@em.gov.lv) or in person at the Ministry of Economics (Brivibas street 55, Riga, LV-1519).
	8. Please indicate and justify in the accommodating submission letter if the application or annexes hold information subject to confidentiality agreements. The indicated restricted information will be made available solely to the persons involved in the evaluation and decision making.
	9. Applicants must comply with the following conditions to pass the **admissibility and eligibility** criteria:
		1. Submitted application form must be complete, and all relevant fields must be filled in. Mandatory annexes and supporting documents must be added as separate documents;
		2. Actual beneficiaries of Applicant and affiliated entities must not be subject to international or national sanctions. Therefore, the Organizer shall inspect and exclude the Applicant from participating in the evaluation in the cases specified in Section 11.1, Paragraph one of the [International and National Sanctions Law of the Republic of Latvia](https://likumi.lv/ta/en/en/id/280278-law-on-international-sanctions-and-national-sanctions-of-the-republic-of-latvia).
		3. Submitted applications must be signed with a valid electronic signature or signature.
		4. The application form and annexes must be submitted and delivered to the Organizer no later than by 13 May 2022.
	10. Organizer will contact all Applicants after making a decision and will provide information regarding further cooperation.
	11. The application form is legally non-binding.
2. **Submission documents access, provision of additional information and other conditions**
	1. Market research application form and procedure can be obtained on the official website of the Organizer - [www.em.gov.lv](http://www.em.gov.lv)
	2. The Applicant may enquire additional information about the market research application form and procedure, and any other specific and related questions to the scope of project in Latvia by contacting the Organizer's contact person: Ms Līga Rozentāle, Director of Energy Market and Infrastructure Department (liga.rozentale@em.gov.lv)
		1. If the Applicant has timely requested additional information on the application form and procedure requirements, the Organizer shall provide it within three working days. The Organizer’s response will be made public to all Applicants.
	3. The Applicant is responsible for following up-to-date information that will be published at [www.em.gov.lv](http://www.em.gov.lv)
	4. The submission of the market research documents is an expression of the Applicant's free will; therefore, regardless of the results, the Organizer shall not be liable for the Applicant's expenses related to the preparation and submission of the application form.
	5. Submission of the market research application form does not entitle any financial compensation
3. **Evaluation of the market research application form**
	1. The Evaluation Committee will evaluate the submitted applications by considering but not limiting the criteria mentioned in point 3.7.
	2. During the evaluation period, Applicant may be contacted by Organizer to obtain more information if additional clarifications will be needed in the evaluation.
	3. The experts in the Evaluation Committee follow the principles of confidentiality, independence, impartiality, objectivity, accuracy and consistency. The members of the Evaluation Committee are obliged to indicate any conflict of interest (COI) concerning the applications being evaluated. If COI is identified, the expert withdraws from the evaluation process.
	4. The experts first each submit an independent evaluation report regarding the submitted applications. Then a consensus report is produced that summaries the findings.
	5. The Ministry of Economics will submit to the Cabinet of the Ministers by 31 May 2022 the consensus report (an assessment) of the applications received and the submitted individual applications if it will be needed in the decision-making process.
	6. The submitted applications will first be screened for admissibility and eligibility by the Organizer. Then, the Evaluation Committee will evaluate the qualifying applications to determine the **most optimal solution for ensuring the security of natural gas supply in Latvia in a cost-effective way, meanwhile providing much needed flexibility and alternatives for LNG import regionally.**
	7. The Evaluation Committee will evaluate the potential benefits, drawbacks and costs of each application to reach the goal of this market research by taking into account at least these criteria:
		1. The credibility and experience of the applicants
		2. The soundness of the overall information provided in the application form and the pertinence of the technical solutions proposed to the desired solution.
		3. The project readiness level, incl. relationships with potential clients and suppliers, expected state contribution and the project's impact on the end-consumer, and the status of completion of any other activities needed for the project's implementation.
		4. The project plan's quality and effectiveness, assessment of risks, and appropriateness of the effort and resources assigned to implementing the project.
		5. Each Applicant’s capacity, role, and the extent to which the partnership brings together the necessary expertise.