



Service provider list

# Invitation to register

## EECA's Service Provider List

- A resource for businesses looking to commission an energy and carbon management Service Provider.
- A list of service providers who have been approved to deliver EECA products.

## Background

- Energy Efficiency and Conservation Authority (EECA) is building a nationwide list of experienced energy and carbon management professionals who can deliver specific energy-related services relevant to EECA information, advice, and resources.
- The recommended list is a resource for any business wanting to connect with a service provider. The project does not need to be related to EECA funding or programmes.

## Business and public sector programmes

EECA has several programmes that support businesses and public sector organisations who want to become more energy efficient and reduce their reliance on fossil fuels. This includes resourcing industry sector programmes and co-funding for projects that require external energy and carbon management professionals.

EECA products and programmes the list of providers can support:

- Energy transition accelerator opportunity assessments
- Feasibility studies and business cases
- Energy audits
- Monitoring and targeting
- Energy management plans
- Energy systems optimisation

## Why respond to the ITR?

- Providers appointed to the list will join approved suppliers which will be available on EECA's website.
- Businesses approved for co-funding for relevant programmes will be able to choose their service provider from the list.

## Registration is open

We are now taking registrations of interest for energy and carbon professionals who would like to be part of the Service Provider List to work collaboratively with EECA and other stakeholders.

Register via the [EECA website](#)

Applications will be processed as they are received, taking no more than 35 working days for successful applicants to be published on the EECA website.

For any queries about this ITR, including requests for help in completing the response form, contact the procurement team at [serviceproviderlist@eeca.govt.nz](mailto:serviceproviderlist@eeca.govt.nz)

## Products and evaluation criteria

EECA will assess an organisation, understanding that qualifications are held at an individual level. To be selected for The Service Provider List, Service Providers will need to meet all the following pre-conditions:

- Must be a New Zealand based and NZBN registered business.
- Confirm you have read and understood the New Zealand Government Procurement's Supplier Code of Conduct and confirm no breach to this code to date and in participating in this process.
- Confirm there are no proceedings (including, but not limited to, bankruptcy, deregistration, insolvency), either actual or threatened, against you or related or associated entities, over the last five years. If yes, please provide further information.
- Confirm neither you nor associated entities are currently in default of any arrangement or contract that would be likely to adversely affect your financial capacity to provide services. If yes, please provide further information.
- Confirm there are no other factors which might affect the financial viability of you to successfully provide the products and/or services as detailed in this ITR.
- Confirm you can provide impartial and independent advice to clients.
- Confirm you are suitably qualified to deliver the EECA product or products that you are applying to be on the Service Provider List for.

Product or service	Qualification or technical ability	Other criteria	Assessment
ETA Opportunity Assessment	Existing member of EECA's ETA Panel (as of December 2023);  OR  A CEP accredited 'Suitably Qualified Person' (SQP) under the National Direction on Industrial Greenhouse Gas Emissions;	AND  Provide evidence of two reference projects where the Applicant has completed an industrial or large commercial focussed whole of business, stationary energy decarbonisation roadmap and implementation plan.	Applicant's reference projects will be assessed, to the satisfaction of EECA, against the <a href="#">Energy Transition Accelerator Guidance</a> to ensure required skill sets are understood.
Feasibility Study and Business Case	Existing member of EECA's ETA Panel (as of December 2023);	-OR  Provide acceptable evidence of two reference projects including supporting analysis and reports where the Applicant has completed a technical	Applicant's reference projects will be assessed, to the satisfaction of EECA, against the <a href="#">Feasibility Study and Business Case Guidance</a> to ensure required skill sets are understood.

		<p>utility/asset, energy/carbon focussed Feasibility Study.</p> <p>And, include any relevant qualifications or endorsements held by key personnel. E.g.</p> <ul style="list-style-type: none"> <li>• Tertiary qualifications</li> <li>• Carbon and Energy Professionals (CEP) accreditations - CEPro or similar.</li> </ul>	
<b>Energy Audit</b>	<p>Named employee who is a Carbon and Energy Professionals (CEP) accredited Energy Auditor;</p> <p>OR</p> <p>Named employee who has a suitable international accreditation covering the requirements of AS/NZS 3598.1:2014 Standard - Energy audits.</p>	<p>AND</p> <p>On application provide acceptable evidence of two reference projects including supporting analysis and reports where the Applicant has completed an Energy Audit (Type 2 or Type 3).</p>	<p>Applicant's reference projects will be assessed, to the satisfaction of EECA, against the <a href="#">Energy Audit Guidance</a> to ensure required skill sets are understood.</p>
<b>Monitoring and Targeting (M&amp;T)</b>	<p>Named employee who is accredited in the application of an International Performance Measurement and Verification Protocol (IPMVP) for assessing energy management projects.</p> <p>For Example:</p> <ul style="list-style-type: none"> <li>• Certified Measurement and Verification Professional (CMVP); or</li> <li>• Certified Performance Measurement and Verification Analyst (PMVA)</li> </ul>	<p>AND</p> <p>On application provide acceptable evidence of two reference projects including supporting analysis and reports where the Applicant has completed a Monitoring and Targeting project.</p> <p>And, provide catalogue of metering solutions available and indicative pricing.</p>	<p>Applicant's reference projects will be assessed, to the satisfaction of EECA, against the <a href="#">Monitoring and Targeting Guidance</a> to ensure required skill sets are understood.</p>
<b>Energy Systems</b>	Named employee who is a Carbon and Energy	AND	Applicant's reference projects will be assessed, to the satisfaction of

<b>Optimisation (ESO)</b>	<p>Professionals (CEP) accredited Energy Master Industrial Energy Systems Optimisation Specialist</p> <p>OR</p> <p>For building systems optimisation, a Carbon and Energy Professionals (CEP) accredited Commercial Building Energy Specialist in HVAC and Controls</p> <p>OR</p> <p>Holds a suitable equivalent accreditation.</p>	<p>On application provide acceptable evidence of two reference projects including supporting analysis and reports where the Applicant has completed an Energy Systems Optimisation project.</p> <p>And, include any other relevant qualifications or endorsements held by key personnel.</p> <p>For example:</p> <ul style="list-style-type: none"> <li>• Certified Measurement and Verification Professional (CMVP); or</li> <li>• Certified Performance Measurement and Verification Analyst (PMVA)</li> </ul>	EECA, against the <a href="#">Energy Systems Optimisation Guidance</a> to ensure required skill sets are understood.
<b>Energy Management Plan (EMP)</b>	<p>Named employee who is Carbon and Energy Professionals (CEP) Certified Professional in Energy (CPE)</p> <p>OR</p> <p>Holds a suitable equivalent accreditation covering the requirements and implementation of the ISO 50001 Energy Management Standard.</p>	<p>OR</p> <p>On application provide acceptable evidence of two reference projects including supporting analysis and reports where the Applicant has completed an Energy Management Plan project.</p> <p>And, include any relevant qualifications or endorsements held by key personnel.</p> <p>For example:</p> <ul style="list-style-type: none"> <li>• Certified Measurement and Verification Professional (CMVP); or</li> <li>• Certified Performance Measurement and Verification Analyst (PMVA)</li> </ul>	Applicant's reference projects will be assessed, to the satisfaction of EECA, against the <a href="#">Energy Management Plan Guidance</a> to ensure required skill sets are understood.
<b>Other new or pilot products not listed above</b>	To be determined by EECA per the technical requirements of the product.	To be determined by EECA per the technical requirements of the product.	Applicant's qualifications and experience will be assessed, to the satisfaction of EECA, against

	Existing suppliers may be pre-approved for new products based on previously assessed qualifications.	Existing suppliers may be pre-approved for new products based on previously assessed reference projects.	relevant guidance or industry standards.
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Note: the list will adjust, when necessary, to reflect the industry that requires its services

Any changes to the skill sets included on the list will be communicated:

- Through the EECA website
- Directly with existing list members
- With industry bodies and partnering organisations

The information communicated will include:

- A description of the product/category and what its purpose is.
- Evaluation criteria.
- Date that new products/categories will be added.
- Notice of any categories that will be expired.

## Guidelines

[Energy Transition Accelerator Guidance](#)

[Feasibility Study and Business Case Guidance](#)

[Energy Audit Guidance](#)

[Monitoring and Targeting Guidance](#)

[Energy Systems Optimisation Guidance](#)

[Energy Management Plan Guidance](#)

## Framework Agreement

Once EECA have evaluated the applicant's registration and pre-approved them to be included on the Service Provider List, the Service Provider will be required to enter into a Framework Agreement with EECA. This includes existing ETA Panel members. The Framework Agreement can be found [here](#).

## Onboarding

Upon receipt of a signed Framework agreement the Service Provider will be provided with information, confirming how the Service Provider List will be operated and who their point of contact within EECA is.

## ETA Panel Members

With the introduction of The Service Provider List, EECA's Energy Transition Accelerator (ETA) Panel will be disestablished. The ETA Panel Members are:

- Arup New Zealand Limited
- Aurecon New Zealand Ltd
- Beca Limited
- DETA Consulting
- Elemental Group Limited
- Energy NZ Limited
- Lumen Limited
- Worley NZ Limited

The members listed have been invited to be automatically included on the EECA Service Provider List for the delivery of ETAs and Feasibility Studies/Business Cases.

EECA will work directly with each ETA Panel Member to assess the evaluation criteria for any other categories that wish to be represented: Energy Audit, Monitoring and Targeting, Energy Management Plan and Energy Systems Optimisation.

## Annual review

An annual review will be conducted by EECA to ensure the accreditation requirements of the list are maintained. This will involve confirming the named specialist/s supplied at the time of registration remain with the listed organisation. Level of activity over the past 12 months and communications from stakeholders will also be documented.

## Key dates

ITR opens:	2 <sup>nd</sup> April 2025
Respondents notified:	Within 30 days of receipt of complete application.
List goes live on EECA website:	15 <sup>th</sup> May 2025

## Contact

For any queries about this ITR, including requests for help in completing the response form, contact the procurement team at [serviceproviderlist@eeca.govt.nz](mailto:serviceproviderlist@eeca.govt.nz)