

Request for Proposal (RFP)

By: EECA (Energy Efficiency and
Conservation Authority)

For: Organic Feedstock Analysis -
Tranche 2

RFP released: Wednesday 3 June 2026

Deadline for
questions: Thursday 18 June 2026

Deadline for
submissions: Tuesday 30 June 2026, 5pm

The opportunity

This Request for Proposal (RFP) is issued by Energy Efficiency and Conservation Authority (EECA), referred to below as “the Buyer” or “we” or “us.” We require a robust, independent, and granular assessment of organic feedstocks completed for five regions in the North Island as part of the Organic Feedstock Analysis project and are seeking proposals from suitably qualified and experienced organisations to complete this work.

The five regions are as follows:

- Northland
- Bay of Plenty
- Waikato
- Wellington
- Manawatu-Wanganui

Respondents may submit proposals for all regions or for selected regions. Each submission must clearly specify whether it applies to all regions or to specific regions only. Each region will be evaluated independently.

Accordingly, respondents must provide separate pricing for each region and must clearly indicate whether pricing for multiple regions differs from, or is simply the sum of, the individual regional prices. Where a respondent submits pricing for more than one region, each region’s pricing will be assessed separately.

What we need

We require a comprehensive, region-by-region assessment of organic feedstocks in five New Zealand regions, quantifying their volume, distribution, and potential energy output across various renewable energy pathways. The work will develop an evidence base focussed on anaerobic digestion (AD) and biomethane, while remaining end-use agnostic to support a range of commercially viable renewable energy fuel and energy options.

This research will fill a critical information gap by quantifying energy yields, assessing regional readiness, and comparing economic viability across end uses. The findings will inform investment and policy decisions by industry, government, and iwi, helping to strengthen New Zealand’s energy security, reduce fossil gas dependence, and advance emissions reduction goals.

The procurement for this research project and organic feedstock analysis will be provided for the North Island regions Northland, Bay of Plenty, Waikato, Wellington and Manawatu-Wanganui. The region definitions and indicative regional timelines are below.

Region	Workstream Start (indicative)	Workstream End (Indicative)	Regional Definitions
Northland	July 2026		All of Far North, Whangarei, and Kaipara Districts.

Bay of Plenty	July 2026	9 Months after contracted start date	All of Western Bay of Plenty, Kawerau, Rotorua, Whakatane, and Opotiki Districts.
Waikato	July 2026		All of Waikato, Thames-Coromandel, Hauraki, Matamata – Piako, South Waikato, Waipa, Otorohanga, Taupo and Waitomo Districts.
Wellington	July 2026		All of Wellington, Porirua, Kapiti Coast, Upper Hutt, Lower Hutt, South Wairarapa, Carterton, Masterton and Tararua.
Manawatu - Whanganui	July 2026		All of Ruapehu, Rangitikei, Whanganui, Manawatu, Horowhenua and Tararua districts.

The details of this workstream are in Section 2.

What we don't want

The following aspects will be explicitly considered out of scope:

- Engineering or financial design of specific AD facilities.
- Materials out of scope include woody biomass, construction and demolition material, textiles and natural fibres, packaged food waste, treated timber.
- Pipeline connection costing and technical design.
- Determining final facility locations or prescribing end-product selection.
- Direct contracting for feedstock supply.

What's important to us?

The Government has identified renewable gas and other renewable fuels as a priority to boost domestic energy security and has confirmed a critical market need for detailed, region-specific analysis of organic feedstock availability. Currently, this information gap is a significant barrier to investment across multiple renewable energy pathways – not just biogas. While AD is one of the most likely and commercially ready

uses, organic feedstock can also support a wider range of renewable energy solutions, such as direct combustion and biofuels.

EECA would like to engage a supplier/s who can complete the feedstock analysis:

- Accurately and presented in an informative way
- Within the required timeframe
- Working in a collaborative manner with EECA and other stakeholders.

The project is designed to gather data and information to provide a robust evidence base for gas consumers. Government/policy makers and industry to help them better plan and invest effectively.

Why should you bid?

This is an opportunity to help shape the next phase of New Zealand's renewable energy future.

Through this project, EECA seeks to unlock the potential of biogas and biomethane by developing a robust, region-by-region understanding of the country's organic feedstock resources. The insights generated will inform investment and innovation in new renewable energy technologies, helping to expand the role of organic waste in New Zealand's energy system.

A bit about us

EECA is a New Zealand government agency dedicated to improving energy efficiency and promoting renewable energy. We work with businesses, households, and the public sector to encourage, promote and support energy efficiency, energy conservation and the use of renewable energy sources. Through research, funding programmes, regulations, and clear information, EECA helps New Zealanders make informed energy choices to benefit both individuals and the country as a whole.

SECTION 1: Key Information

1.1 Context

- a. This Request for Proposals (RFP) is an invitation to submit a Proposal for Organic Feedstock Analysis contract opportunity.
- b. This RFP is a single stage, open procurement process.
- c. Respondents must indicate whether responses are across all regions, or for a specific region. Respondents can offer their service for all regions, or just a selection of regions.

1.2 Our timeline

Here is our timeline for this RFP (all are New Zealand times and dates):

RFP Released	03/06/2026
Supplier Briefing	09/06/2026
Deadline for Questions	18/06/2026
Deadline for EECA to answer questions	22/06/2026
Deadline Submissions	30/06/2026
Evaluations	13/07/2026
Successful Respondent notified (indicative)	WC 20/07/2026
Expected start date of Contract (indicative)	01/08/2026

1.3 How to contact us

- a. All contact to be made solely through the Government Electronic Tendering System (GETS)

- b. Our Point of Contact:

Name: Brad McMeekin
Title/role: Procurement Lead Advisor
Email: applications@eeca.govt.nz

- c. To register for a supplier briefing session, email our point of contact.
- d. To submit questions, please use the Government Electronic Tendering System (GETS) <https://www.gets.govt.nz/>
- e. To provide a response to this opportunity please use the Government Electronic Tendering System <https://www.gets.govt.nz/>

1.4 Developing and submitting your Proposal

- a. This is an open competitive tender process.
- b. Take time to read and understand the RFP.
- c. Take time to understand our Requirements. These are in SECTION 2: of this document.
- d. Take time to understand how your Proposal will be evaluated. See SECTION 3: of this document.
- e. For resources on tendering visit: <https://www.procurement.govt.nz/suppliers-2/>
- f. If you have questions, please raise these through the Government Electronic Tendering System (GETS) (see Section 1.2 above).
- g. Use the Response Forms provided alongside this tender to submit your response. You can use your own organisational templates but the layout, ordering and headings must be the same.
- h. Response Forms A and B must be submitted as separate documents
- i. Complete and sign the declaration at the end of the Response Form.
- j. Check you have provided all the necessary information in the correct format and order.
- k. Submit your written proposal and presentation before the communicated deadlines

1.5 Address for submitting your Proposal

You must submit your proposal via: Government Electronic Tendering System (GETS)

We will not accept proposals sent by post, delivered to our office or submitted outside of GETS

1.6 Our RFP Terms

a. Offer Validity Period

By submitting a Proposal, the Respondent agrees that their offer will remain open for three calendar months from the Deadline for Proposals.

b. RFP Terms

By submitting a proposal, the Respondent agrees to the RFP-Terms attached to the RFP.

If a Respondent commits a non-trivial breach of the RFP-Terms, we may exclude them from further participation in the RFP process, whether that requirement is contractually binding.

1.7 Later changes to the RFP or RFP process

After publishing the RFP, if we need to change anything or provide additional information, we will let all Respondents know by placing a notice on GETS.

If you downloaded the RFP from GETS you will automatically receive notifications of any changes through GETS.

1.8 Defined terms

These are shown using capitals. You can find all definitions at the back of the RFP-Terms.

SECTION 2: Our Requirements

2.1 Background

EECA's purpose is to mobilise New Zealanders to be world leaders in clean and clever energy use. One of the three strategic levers we use to bring that purpose to life is empowering energy users. To do this effectively, EECA must understand, inform, and engage with business decision-makers, industry bodies, government stakeholders, and households across Aotearoa.

The Government has identified renewable gas and other renewable fuels as a priority to boost domestic energy security, as reflected in both the Gas Security Response Group and New Zealand's Second Emissions Reduction Plan. This aligns with EECA's focus on accelerating renewable energy solutions and our Horizon Plan goal of 3PJ of new biogas and geothermal heat generated by 2029.

EECA's engagement with industry has confirmed a critical market need for detailed, region-specific analysis of organic feedstock availability. Currently, this information gap is a significant barrier to investment across multiple renewable energy pathways – not just biogas. While anaerobic digestion is one of the most likely and commercially ready uses, organic feedstock can also support a wider range of renewable energy solutions, such as direct combustion and biofuels.

The urgency is underscored by the rapid decline in fossil gas reserves. The Ministry of Business, Innovation and Employment (MBIE) released data showing that as of 1 January 2026, New Zealand's gas reserves declined 23% from last year to 731 petajoules (PJ). Operators' expected production profiles indicate 2026 gas production of 85 PJ, which is 15% lower than the profile submitted for the 1 January 2025 reserves release.

High-level estimates by industry suggest that biogas alone could provide up to 23.5 PJ annually. However, no detailed, pragmatic, or economic assessment has been undertaken to determine region-specific energy yields, potential end uses, and cost effectiveness, alongside relevant context on infrastructure. Without this evidence base, gas consumers and industry are unable to plan or invest effectively.

2.2 Key Outcomes

The requirements of this workstream are outlined below. The research will be undertaken via a dual approach with both desk-based work (existing data aggregation and modelling) and stakeholder interviews and workshops (councils, industry, iwi and waste contractors). As these regions aren't the first to be assessed, EECA can assist in ensuring that data and outputs are consistent with, and build on, the previously assessed regions.

The scope of the work includes:

Granular feedstock mapping and analysis

- Detailed characterisation of organic feedstocks by type, volume, seasonality, location, ownership, and current use. Feedstock types to be assessed include municipal food waste, agricultural, wastewater sludge/digestate (inc. meat processing organic waste), commercial/industrial food waste.
- Technical overview of AD processes, including feedstock energy content, comparison between categories, and digestate management options.
- Identification of current disposal routes, logistics, commercial arrangements, and re-contracting potential.

- GIS mapping of feedstock sources overlaid with transport and gas infrastructure.
- Benchmarking of gate fees against landfill and composting options.
- Map current organic feedstock volumes and cross-boundary flows, assess the future trajectory of feedstock availability, and analyse likely future outlets and cost drivers (e.g. rising waste levies, carbon pricing, transport costs), presenting findings in a clear, comparable format.

Regional readiness and priority assessment

- Review of work already undertaken in each region
- Review of current/past development attempts and barriers
- Regional cross-boundary waste-flow analysis i.e.
 - Map current flows of organic feedstock within and across regional boundaries (volumes, types, destinations and uses).
 - Identify the drivers for these cross-boundary movements.
 - Analyse implications for current and potential energy recovery initiatives in the region.
 - Assess future scenarios, including potential for retaining more feedstock locally or collaborating across regions.
 - Present findings in a consistent format, with quantified data and clear flow maps, to enable cross-regional comparison.

2.3 What We Require from a Respondent

EECA is looking for a respondent/s who demonstrates a solid understanding of the project requirements and show how they'll meet them. It is essential that you bring relevant knowledge and experience in organic waste and related projects, showing that you understand the opportunities and challenges in this area. Additionally, it is essential that you have existing relevant stakeholder relationships in each region as well as have undertaken at least one relevant project within the proposed region/s in the last five years.

Proposed Solution

EECA is looking for respondents who can clearly explain how their proposed approach will deliver on all parts of the project. Your project design should show how you intend to meet the scope of work and achieve the desired outcomes. EECA is also interested in understanding how you identify and manage risks – including any uncertainties or limitations that could affect delivery, and how you plan to address them.

We would like to know that your outputs will be clear, well structure, and presented in a way that makes the findings easy to understand and apply. EECA can assist in ensuring that data and outputs are consistent with previously assessed regions.

Capability

EECA is looking for respondents with a solid and proven track record in delivering similar work – i.e. projects supporting the collection and/or use of organic waste which demonstrate knowledge of feedstock characterisation, resource mapping, engagement with relevant industry players, etc.

EECA is interested in seeing examples that show your ability to deliver high-quality outcomes on time, within budget, and to specification.

It is also important that you can work closely and collaboratively with EECA, bringing a practical and solutions-focused approach to achieving results together.

Capacity

EECA is looking for respondents who can bring the right people and expertise to this work. You will need to show that your team has the capacity and skills required to complete this work in a timely manner – including how much resource (in FTE's) you will commit and what relevant experience your key personnel bring.

- Please estimate the extent and depth of work achievable in the budget and time available.

Economic Benefits

EECA aim to provide opportunities for all New Zealand businesses. We encourage applicants to consider these broader outcomes when considering their own procurement and any potential partners or contractors they utilise to complete this work, for example, considering partnering with Māori and Pasifika businesses and regional businesses who have the necessary skills and expertise as suitable.

As a Crown Agency responsible for efficient energy use, EECA's objective is to encourage New Zealanders to be world leaders in clean and clever energy use. Through this work, EECA wants to find a supplier(s) that is passionate about reducing energy use and promoting renewable energy sources, and who can work alongside EECA, key regional stakeholders and businesses to support New Zealand in the transition to a low emissions economy.

Supplier Code of Conduct

The Government is committed to sustainable and inclusive government procurement that delivers for New Zealand and New Zealanders. This Supplier Code of Conduct outlines the expectations the Government have of Government suppliers.

As part of the tender process the Respondent is required to confirm that if they are successfully appointed, they will comply with the Code of Conduct and will also require must make their subcontractors/ subconsultants aware of this code.

2.4 Contract term

We expect that the Contract will commence 1 January 2025, the anticipated contract term and options to extend are:

Description	Term
Initial term of the Contract	9 Months
Maximum term of the Contract	9 Months

2.5 Contract value

We estimate the value of this contract to be \$325,000.00 (NZD, excluding GST) over the maximum term of the contract. This equates to an estimate \$65,000.00 (NZD, excluding GST) per region.

2.6 Other tender documents

The following documents form part of this RFP and have been uploaded on GETS and are available to Respondents:

01. Request for Proposals (RFP)
02. RFP Terms and Conditions
03. RFP Response Form A: Non-price criteria
04. RFP Response Form B: Price
05. Supplier Code of Conduct
06. Supplier Code of Conduct Question and Answers
07. Contract Template – Government Model Contract 2- Services (non-crown)

SECTION 3: Our Evaluation Approach

This section sets out the Evaluation Approach that will be used to assess Proposals.

3.1 Evaluation model

The evaluation model is weighted attribute. Price is a weighted criterion.

On the close of the tender response period the Evaluation Panel Chair will download all responses received and conduct compliance checks; ensuring the responses received are complete, address the requirements of the tender and are able to be evaluated. Once compliance checks are completed they will be released to the evaluation panel for individual evaluation.

Evaluation Panel members will score individually using a scoring scale of 1-10 against the assessment criteria set out below. The Evaluation panel members will evaluate each region separately with the individual scores then collated by the Evaluation Panel Chair. The evaluation panel will meet to moderate the scores at the conclusion of the individual evaluation.

Moderated scoring will be conducted where scores are +/- 2 points between an individual score and the average score, these variances will be reviewed and debated. Either a consensus will be arrived at, or team members will be asked to conduct a second evaluation, considering panel discussions. Each region will be moderated individually.

Suppliers who score 5 or less against any of the evaluation criteria can be removed from further consideration at the sole discretion of the evaluation panel.

Following the moderation meeting any further questions or clarifications will be sent to the providers for their response.

Once the non-price scoring has concluded, the Evaluation Panel will be presented the pricing information and the weighting applied. This score will be consolidated with the non-price scoring to give a final weighted score out of 100%, the response that scores the highest against the requirements for an individual region will likely be the preferred supplier.

3.2 Evaluation criteria

We will evaluate Proposals according to the following criteria and weightings.

An initial review of responses will be undertaken by the Procurement Lead to confirm that they are compliant and complete responses. EECA reserves the right, at its sole discretion, to put aside responses from further consideration due to being non-compliant or materially incomplete.

Criteria	Weighting
Proposed Solution	35%
Ability to Deliver	35%
Value for Money	20%
Economic Benefits	10%
Supplier Code of Conduct	Agree/ Disagree

3.3 Scoring

Rating	Definition	Score
EXCELLENT	Respondent demonstrates exceptional ability, understanding, experience and skills. The Proposal identifies factors that will offer potential added value, with supporting evidence.	9-10
GOOD	Respondent demonstrates above average ability, understanding, experience and skills. The Proposal identifies minor additional benefits, with supporting evidence.	7-8
ACCEPTABLE	Respondent demonstrates the ability to meet the criteria, with supporting evidence.	5-6
RESERVATIONS	Satisfies only a minimum of the criteria but not all. Reservations about the Respondent to adequately meet the criteria. Little supporting evidence.	3-4
SERIOUS RESERVATIONS	Extremely limited or no supporting evidence to meet the criteria. Minimum effort made to meet the criteria.	1-2
UNACCEPTABLE	Does not comply or meet the criteria at all. Insufficient information to demonstrate the criteria.	0

3.4 Due diligence

For all Respondents, EECA may:

- a. reference check the Respondent and any named personnel
- b. make further checks against the Respondent e.g. a search of the Companies Office or NZBN
- c. interview Respondents
- d. request Respondents make a presentation
- e. inspect audited accounts for the last 3 financial years
- f. undertake a credit check

SECTION 4: Pricing information

4.1 Pricing information to be provided by Respondents

- a. Respondents must use the Pricing Schedule provided.
- b. The Pricing Schedule must show a breakdown of all costs, fees, expenses and charges. It must also clearly state the total Contract price exclusive of GST.
- c. Where the price is based on fee rates, specify all rates, either hourly or daily or both as required.
- d. Respondents must show how they will manage risks and contingencies related to the delivery of the Requirements.
- e. Respondents must document all assumptions and dependencies that affect its pricing and/or the total cost to us. In other words, if the Respondent would expect us to pay more than the quoted price or estimate if particular assumptions or dependencies are not satisfied, the Respondent must call out those assumptions and dependencies.
- f. Respondents must tender prices in NZ\$. Unless otherwise agreed, we will arrange contractual payments in NZ\$.
- g. Respondents may submit a pricing approach that is different to the Pricing Schedule, however, the Respondent must also submit a Pricing Schedule that conforms.
- h. If two or more Respondents intend to submit a joint Proposal the Pricing Schedule must include all costs, fees, expenses and charges chargeable by all Respondents. State how you want the invoicing completed, e.g. only the lead in the consortium will issue invoices.

SECTION 5: Our Proposed Contract

5.1 Proposed Contract

The Proposed Contract that we intend to use for this procurement is **Government Model Contract 2 – Services (non-crown)** attached to this RFP.

In submitting your Proposal, you must let us know if you wish to question or negotiate any of the terms or conditions in the Proposed Contract or wish to negotiate new terms or conditions.

The RFP Response Form contains a section for you to state your position. If you do not state your position you will be deemed to have accepted the terms and conditions in the Proposed Contract in full.