

Terms of Reference (TOR)

Renewal and Registration of Companies for Building Energy Simulation For Implementation of Energy Efficiency Building Code (EEBC)

1. Background

The Sri Lanka Sustainable Energy Authority (SLSEA) has introduced the Energy Efficiency Building Code (EEBC) to improve energy efficiency in commercial and large-scale buildings.

Under the EEBC, buildings can comply through:

- Prescriptive Path
- Alternative Path
- Performance Path

Building Energy Simulation is required when adopting the Performance Path.

SLSEA registered several companies in 2022 to carry out building energy simulation. As the validity period of these registrations is due for renewal, and with increasing demand for simulation services, SLSEA intends to:

- Renew existing registered companies, and
- Register new qualified companies

2. Objectives

- Ensure availability of qualified and competent simulation companies
- Evaluate performance of existing registered companies
- Identify and register new capable companies
- Maintain quality and consistency in building energy simulation for EEBC compliance

3. Scope of Work

Registered companies shall:

- Carry out building energy simulations for EEBC compliance
- Develop building energy models using recognized software
- Analyze and report building energy performance
- Submit simulation reports acceptable to SLSEA
- Assist clients in meeting EEBC Performance Path requirements

4. Categories

This TOR applies to:

4.1 Renewal of Existing Companies

Companies registered with SLSEA in 2022 will be evaluated based on:

- Performance since registration
- Number and quality of projects completed
- Availability of technical staff
- Software capability

4.2 New Registration

New applicants will be evaluated based on:

- Technical capacity
- Experience in building energy simulation
- Availability of qualified personnel and software

5. Eligibility Requirements

Applicants (both renewal and new) shall:

- Be a legally registered company in Sri Lanka
- Have minimum 5 years of experience in relevant field
- Have completed at least 10 building energy simulation projects
- Employ at least one qualified engineer with minimum 2 years' experience in simulation
- Possess recognized simulation software

6. Acceptable Simulation Software

The following software (or equivalent) is acceptable:

- IES VE
- DesignBuilder
- EnergyPlus
- eQUEST
- Other internationally recognized tools acceptable to SLSEA

7. Documents Required

For Renewal

- Completed renewal form
- Updated company profile
- Details of staff and CVs
- Software details
- List of projects completed since registration
- Client certificates / proof

For New Registration

- Completed application form
- Business registration certificate
- Company profile
- Staff details and CVs
- EPF records
- Software details
- List of at least 10 projects
- Client certificates

8. Evaluation Criteria

- Company eligibility
- Technical personnel
- Software capability
- Project experience
- EEBC related experience
- Documentation quality

9. Evaluation Process

- Submission of applications
- Preliminary screening
- Technical evaluation by appointed panel
- Clarifications / additional information (if required)
- Recommendation by evaluation panel

- Approval by Director General, SLSEA

10. Registration & Renewal Decision

Based on evaluation:

- Full Registration / Renewal
- Conditional Registration / Renewal
- Rejection

11. Validity

Registration will be valid for a specified period determined by SLSEA, subject to performance review.

12. Rights of SLSEA

SLSEA reserves the right to:

- Review simulation reports
- Request clarifications
- Suspend or cancel registration in case of non-compliance