



Checklist – themes for joint procurement of second life battery energy storage systems

Introduction and purpose

This is a checklist showing an overview of main stages and themes for establishing a joint procurement between municipalities on end-of-life EV battery energy storage. The purpose of the checklist is to give a high-level overview for co-ordinators and participating organizations in joint procurement processes on the main stages of the process of establishing and implementing and the main aspects to be considered at each stage.

For the pre-analysis phase (1) and the technical and economic evaluation themes (4) some questions for market inquiry with potential tenderers and some relevant requirements and criteria to be used can be found from the checklist of the single-buyer model.

1. Pre-analysis: Needs Assessment by Municipality

First the parties in the joint procurement needs to decide what purposes the energy storage systems should serve and which strategies to use for the battery energy storage system, purpose of energy storage systems (e.g., peak shaving, backup power, solar energy optimization, taking part in frequency reserve market)

- Technology type (e.g., second-life EV batteries, new lithium-ion batteries)
- Capacity requirements of the battery energy storage system (kWh,kW)

2. Organization of Joint Procurement

Secondly the parties must decide how to organize the lead responsibility of co-ordination and the choice of procurement model contract.

- Lead responsibility assigned to one municipality or an external coordinator
- Roles and responsibilities of procurement units
- Procurement model selection: joint contract vs. separate contracts with shared terms

3. Price Equalization Mechanism

- Serial procurement within a 24-month period
- Final price determined after the last delivery



- Minimization of costs risks due to price fluctuation

4. Technical and Economic Evaluation

To evaluate the technical, economic, and circular performance of the battery energy storage systems the contracting authorities should consider these requirements and criteria.

- Life Cycle Cost (LCC) calculations (e.g., similar to biogas truck assessments)
- CO₂ reduction potential
- Circular economy value (e.g., reuse of second-life batteries)

5. Contracting and Tendering Phases

- Pre-tendering through market dialogue
- Market dialogue questions and themes
- Definition of technical requirements
- Request for proposals and evaluation criteria

Market dialogue questions and some relevant questions and requirements for technical evaluation can be found in the checklist of the single buyer concept. [Checklist - single buyer procurement of second life battery energy storage systems.docx](#)

6. Implementation and Monitoring

- Delivery schedules
- Installation and commissioning
- Monitoring indicators: energy savings, utilization rate, maintenance costs



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