



# Palau Public Utilities Corporation

## REQUEST FOR PROPOSAL RFP PUCW17-008 for Supply and Installation of Water Lateral Lines Project in Koror

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Request For Proposal No. (RFP No.)	:	RFP-PUCW17-008
Employer	:	Palau Public Utility Corporation (PPUC) PO Box 1372, Oldiais Building, Medalaih, Koror Republic of Palau 96940
Country	:	Republic of Palau

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## 1. PREFACE

Notice is hereby given that the Palau Public Utilities Corporation (PPUC) is soliciting for Request For Proposals (RFP) for the Supply and Installation of lateral water lines in Koror from the newly installed PVC water distribution mains to the existing laterals to the household. This RFP requires the supply and installation of all needed materials/connection including but not limited to clearing/grubbing, excavation, backfilling, site restoration, and others.

This Request for Proposals has been prepared by Palau Public Utilities Corporation – Water and Wastewater Operations (PPUC-WWO) and wishes to receive RFP's from all eligible and interested firms with the capability to supply the services in the state of Koror, Republic of Palau.

## 2. BACKGROUND

The Palau Public Utilities Corporation is currently installing new PVC water distribution mains. Throughout Koror to replace several miles of the existing asbestos cement pipes. In preparation for the full utilization of this new PVC water distribution main, lateral connection between the new pipelines to the existing WWO consumers must be made.

The water system was first installed in the 1970's mostly consisting of old asbestos cement pipes. Existing customer laterals range from ¾ inch to 2 inch PVC lines. Although it is noted that PPUC currently serves around 6,400 customers and bills about 60 Million gallons of water per month.

## 3. SCOPE OF WORK

Lateral Connection: Connecting New Waterlines (Installed through the Project for Improvement of Water Supply System) and Existing Water Lines.

Package Number	Location (Route)	Number of Connections
1	Ngermid Sansaro to Bank of Guam (Ernguul Road)	45
2	PCC to Ice Box	46
3	Ngerbeched Hamlet	96
4	Idid and Ikelau Hamlet	59
5	Lebuu street and T-Dock	61
	TOTAL	<u>307</u>

Number of connections are subject to change.

## A - Mobilization / Demobilization

## B - Earth Works:

- Excavation
  - Location will be marked by PPUC personnel for existing lateral pipes and connections.
  - Concrete or asphalt pavement cutting and breaking, minimum working width range is from 12 inches to 24 inches.
  - Excavation depth depends on the actual site condition, or the depth of existing pipe.
  - New lateral pipe that will be laid should have a minimum of 12 inches deep plus 2 - inches of sand bedding.
  - Excavation for pipe crossing underneath U-ditch and V-ditch at road edge should include tunnelling beneath the ditches and crossing the 2 inches PVC pipe to the new 2 inches gate valve at the road installed by JICA-ODA project. U and V ditch demolition should be avoided if possible.
  - Location for tunnelling excavation and pavement cutting should be maximum of 4 feet by 4 feet square and 3 feet deep enough for a person to execute work.
  - If the possibility of the damaging the ditch is inevitable, consent should be taken from PPUC.

Note: Any damage of utility connections like PNCC telephone and cable lines should be reported immediately to PNCC, repairs and penalties should be shouldered by the contractor. Broken water and sewer lines should be reported immediately to PPUC and repair cost should be shouldered also by the contractor.
- Backfilling and Compaction (Min. 95% compaction).
  - Compaction should be done per layer with a minimum layer depth of 12 inches of loose soil.
  - Sand bedding for laid pipes with a minimum of 2 inches deep prior to back filling and compaction.
- Reinstatement
  - Reinstatement of pavement as to the original state prior to excavation should be done. Concrete, asphalt or dirt pavements should be reinstated.
  - Concrete and asphalt thickness and characteristics should be matched to the existing pavement.
  - Reinforcing bars for concrete should be as per the minimum reinforcement of the existing concrete.
- For more Detail See Attached Drawings, Water Lateral Tabulation and Pictures.

## C- Plumbing Works: All Plumbing Works Shall Meet AWWA Specifications.

- Supply and Install of all Pipes and Fittings including consumables that are required for this Project.
  - Estimate are not PPUC's concern, rough quantity should be estimated by contractor.
  - All pipe and fittings used at site should be recorded by contractor and submitted to PPUC.
  - PPUC is not responsible for excess material purchases.
- Installation of New Gate Valve.
  - Gate valve should be made of brass or bronze, threaded type connection and has a rated water pressure of 150 PSI or more.
  - Installed gate valve should be accessible by installing PVC stand pipes with a minimum diameter of 6 inches.
- Installation of New PVC Pipes and Fittings.
  - PVC pipes and fittings should be schedule 80, grey colour.
  - PVC solvent or cement should be with primer and compatible with wet or live connection.

- Water Leak Test for every New Lateral Line Connection.
  - Pressure testing for every connection prior to approval and backfilling.
- For more Detail See Attached Plans.

#### D- House Keeping and Final Clean Up

- Proper house-keeping and clean up after each day of activity, tripping and falling hazard should be avoided. Visible warning signs to be installed at excavated area, this includes caution tape, barrier, warning sign and lights if possible.
- Final clean up after each and every completed and reinstated lateral connection.

#### Additional Requirements:

- Contractor shall submit a detailed construction schedule, Bar Chart with S-Curve.
- Contractor should submit unit costs per linear feet or yard for pavement cutting, concrete and asphalt including excavation and backfilling considering 12inches and 24inches deep.
- Contractor shall submit unit costs for reinstatement of U-ditch, V-ditch, concrete and asphalt pavements. This is for settlement issues for any additional works that needs to be claimed outside the works scope or area.

Note: Cutting of existing water line and final connection will involve temporary shutoff of water main. This activity shall be coordinated with PPUC.

#### Additional Requirements after contract execution:

- Contractor shall be responsible for securing the required permits and clearances for the work (EQPB, Historical, Building Permit etc.). Site work shall not commence without the required permits submitted to PPUC.
- The contractor shall be required to submit within ten (10) calendar days the schedule of values of each work item and Bar Chart with S- Curve to PPUC after the issuance of a Notice to Proceed (NTP).
- Material specification and certificates for pipes, fitting, valves, and solvents should be submitted for approval prior to purchase. Samples should also be submitted with the certificates and specifications.

## 4. PPUC ADVICE AND ASSISTANCE

PPUC will provide support for preliminary inspections by bidders, to ensure that the location of these Lateral Lines Connections are known and defined. PPUC shall also provide supervisory work, if deemed necessary by PPUC, of connection works.

## 5. CONTRACTOR REQUIREMENTS

The Contractor shall provide its own equipment and all materials needed to finish this project according to attached plan for the construction of these new Lateral Lines Connections.

Note that most of the works, if not all, are on or near existing roads.

Any persons working on this project are required and must be provided with and wear personal protective equipment including but not limited to safety vest, safety helmets, gloves, safety shoes and eye protection.

The Contractor will be fully responsible for the safety of their employees under this contract, including but not limited to traffic control.

## 6. OBTAINING RFP

Electronic copies of the RFP may be obtained by emailing the nominated Contact Officer below, or from the PPUC website [www.ppuc.com](http://www.ppuc.com). All prospective bidders are requested to provide their contact details (company name and website, contact person, email and telephone number) to ensure they receive any updates to the RFP.

PPUC will also issue hard copies of the RFP on request at Palau Public Utilities Corporation (PPUC), Oldiais Building, Medalaii, Koror PO Box 1372, Republic of Palau 96940.

Contact Officer:

The contact officer for this RFP is:

Mr SOFRONIO B. MAHOR  
Chief Procurement Officer  
PPUC  
Oldiais Building, Medalaii, Koror  
PO Box 1372,  
Republic of Palau 96940  
Telephone No.: 680-488-3870/3872  
E-mail Address: [ponz@ppuc.com](mailto:ponz@ppuc.com)

## 7. PROPOSAL REQUIREMENTS

The Proposer shall submit a written proposal in the order of and includes:

1. A Title Page identifying the RFP No. and the Works to be provided;
2. Table of contents with page reference
3. Cover Letter
4. Executive Summary (limited to one page)
5. An appreciation of the scope of work and activities required
6. Company History and summary of relevant project experience, mainly in Palau and Pacific
7. Key Personnel with organizational chart (display number of personnel committed to each project)
8. Method of statement including but not limited to pipe installation/connection works road/site restoration etc. Proposer shall indicate source of materials (sand, aggregate, etc)
9. Schedule of work (Gantt Chart with S- Curve) showing timeframes for the completion of the works, including any lead time required for arranging travel, accommodation, equipment etc.;
10. Fixed Lump Sum Price for works;
11. Other Proposal features which will contribute to the value of the offer.

## 8. SUBMISSION OF PROPOSALS

Interested Contractors may submit their sealed Proposal hardcopy to PPUC- Main Office, 2nd Floor, Oldiais Building, Medalaai, Koror, Palau 96940, or by email to the nominated Contact Officer. For inquiries regarding submission of quotations, please contact Mr. Mahor as noted above.

## 9. PAYMENT TERMS

A. Payment terms shall be determined as follows:

- a. After evaluation per proposal
- b. After negotiations with the winning offeror.
- c. All payments shall be made after receipt of original invoice from contractor for each work phase, certified by a duly authorized PPUC representative

## 10. EVALUATION AND SELECTION PROCESS

PPUC retains the right to award any or all portions of the work to one or multiple bidders if it is in its best interest to do so. PPUC will select the firm that in its sole opinion best meets its requirements.

A. Criteria

Each proposal will be evaluated initially by a specially convened committee in line with the criterion set forth in this section. All proposals and their separate components will be subjected to the same evaluation criteria and process.

The criteria used to evaluate the RFP responses will include, but not be limited to the following:

1. Compliance with proposal requirements (15%). All proposals will be reviewed for their compliance with instructions set forth herein by PPUC and meets the requirements of this RFQ.
2. Bidders Qualifications (25%). All proposals will be evaluated as to the quality of the "team" and the background and experience of the organization submitting proposals. Main focus of evaluation would be Offeror's ability to deliver products and services in this RFQ. Screening analysis to identify areas of each proposal which needs clarifying will also be done.
3. Bidders Capability (30%). All proposals will be reviewed / evaluated as to the Bidders capacity to complete the project.
4. Cost Proposal (30%).

## 11. GENERAL CONDITIONS

- A. Proposers are required to submit their proposals based upon the conditions expressed in these instructions
  - i. Assignment of Contract: The contract shall not be assigned to any party without prior written consent from PPUC.

- ii. RFP Modification: This RFP does not commit PPUC to award a contract, to pay any costs incurred in the preparation of the proposal under this request, or to procure or contract for services. PPUC also reserves the right to accept or reject any or all proposals received under this request, to negotiate with qualified Bidder, or to cancel in whole or in part this RFP, if it is in the best interest of PPUC to do so. Prospective Bidder under this RFP may be required to participate in negotiations and to submit any price, or technical revisions to their proposals as may result from the negotiation process.
- iii. Performance & Payment Bond: PPUC requires that all contractors with contracts in excess of \$50,000 should acquire performance and payment bonds tendered in a manner and through a surety acceptable to the PPUC Chief Executive Officer / General Manager, which guarantees satisfactory completion of a project. The performance and payment bonds shall be in an amount equal to the total price specified in the contract. (to be determined by PPUC)
- iv. Transfer of property: All proposals shall become PPUC property.
- v. Conformity: The PPUC procurement regulations shall apply to all proposals and winning contractor shall be bound by them.
- vi. Bid Bond: Each project cost proposal must be accompanied by a certified check, cashier's check or proposal bond made payable to PPUC, in the sum of 10% of the aggregate cost of the proposal; such guarantee to be forfeited should the offeror to whom the work is awarded fail to execute and deliver contract and for the payment of all persons performing labor or furnishing materials in connection therewith, and in all other respects perform the agreement created by the PPUC's acceptance of said proposal.
- vii. Submission of the Proposal:
  - 1. A cover page with a table of contents
  - 2. An executive summary page that summarizes the corporate history, contractor's ability to satisfy the requirements of this RFP, project cost and a synopsis of salient details required in this RFP.
  - 3. The proposals shall be sealed in a package and should include:
    - a. The Contractors information (i.e., Name, Address, and Contact) on the outside package
    - b. The RFP# on the outside of the package that should be submitted NOLATER THAN 4:00 PM of CLOSING DATE-Palau Time.  
[Note: The RFP # should be in big fonts.]
    - c. The sealed package should include the One (1) Original plus five (6) copies and One (1) soft copy of the proposal.
- viii. Inquiries: Any inquiries, requests, clarification, or additional information pertaining to this RFP shall be made in writing, by email or fax through the contacts provided

## 12. CONTRACT CLAUSES

A. All contracts shall, at a minimum, contain the following clauses:

1. Governing Regulations

13. Commencement of Work



- |   |                         |
|---|-------------------------|
| 2. Penalties for Violation of Regulations                     | 14. Liquidated Damages  |
| 3. Contract Disputes  | 15. Schedule            |
| 4. Gratuities   | 16. Clear Title         |
| 5. Kickbacks  | 17. Taxes               |
| 6. Representation of Contractor<br>Concerning Contingent Fees | 18. Force Majeure       |
| 7. Changes  | 19. Relationship        |
| 8. Stop Work Order  | 20. Entire Agreement    |
| 9. Termination for Defaults or Convenience                    | 21. Assignment          |
| 10. Approvals, Certificates, Permits and Licenses             | 22. Subcontract         |
| 11. Laws and Regulations                                      | 23. Contracting Officer |
| 12. PPUC's right to inspect                                   |                         |

### 13. CONTACT DETAILS

Sofronio "Pons" Mahor  
PPUC Contracting Officer  
PPUC Procurement Division  
Tel: (680) 488-5320 Fax: (680) 488-4499  
Email: [ponz@ppuc.com](mailto:ponz@ppuc.com)

Anthony Rudimch  
Manager  
PPID  
Tel: (680) 488-3870 / 3872  
Email: [arudimch@ppuc.com](mailto:arudimch@ppuc.com)

# APPENDIX 1- BID FORM

## Letter of Quotation

Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

RFQ No.: RFP-PUCW17-008

### Supply and Installation of New Water Lateral Connection Project

To: The Chief Executive Officer / General Manager  
Palau Public Utilities Corporation

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the RFP, including Addenda issued in accordance (if any);
- (b) The price of our Bid, excluding any discounts offered in item (d) below is the sum of: [amount of local currency in words], [amount in figures]
- (c) Our bid shall be valid for a period of . . . . . days from the date fixed for the bid submission deadline in accordance with the RFP, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (d) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- (e) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive; and
- (f) We accept full responsibility for the health and safety of persons employed by us in completing the works under this Quotation.

Name .....

In the capacity of .....

Signed .....

Duly authorized to sign the Bid for and on behalf of .....

Date .....

## Appendix 2: Schedules of Rates and Prices

### Price Schedules

#### General

1. The Request for Proposal will be a Lump Sum Quotation for completion of all specified works.
2. The Schedules generally describe the works to be performed. Bidders shall be deemed to have read the RFP and visited the sites to ascertain the full scope of the requirements prior to filling in the price. The entered price shall be deemed to cover the full scope as aforesaid, including overheads and profit.
3. If bidders are unclear or uncertain as to any item, they shall seek clarification in writing prior to submitting their bid.

#### Pricing

4. Prices shall be entered in indelible ink, and any alterations necessary due to errors, etc., shall be initialled by the Bidder.
5. Bid prices shall be quoted in United States Dollars, in the manner indicated in the Bid Form of the RFP. For each item, bidders shall complete each appropriate column in the respective Schedules, giving the price breakdown as indicated in the Schedules.
6. Payments will be made to the Contractor in United States Dollars.
7. When requested by the Employer for the purposes of making payments or partial payments, valuing variations or evaluating claims, or for such other purposes as the Employer may reasonably require, the Contractor shall provide the Employer with a breakdown of any composite or lump sum items included in the Schedules.

Schedule of Works -Lateral Connection: Connecting New Waterlines and Existing Water Lines.

ITEM	DESCRIPTION OF WORKS	Price USD (Incl Taxes and Duties)
A.	Earth Works:	
1	Mobilization / Demobilization.	
2	Excavation and Disposal.	
3	Backfilling and Compaction (Min. 95%).	
4	Concreting or Laying of Asphalt Pavement as Needed.	
B.	Plumbing Works:	
1	Installation of New Brass Gate Valve with Steel Valve Box.	
2	Installation of New Sch. 80 PVC Pipes and Fittings as Needed.	
3	Water Leak Test for every New Lateral Line Connection.	
C.	Final Clean Up	
TOTAL COST PROPOSAL		\$ _____

Name of Bidder \_\_\_\_\_

Signature of Bidder \_\_\_\_\_

APPENDIX 1 - PLANS (SEE ATTACHED PLANS, WATER LATERAL  
TABULATION AND PICTURES)