

# **Tender Submission Guidelines**



**MR199/2018**

**Date: 16/05/18**

**Tender Name: Preferred Supplier for the Supply  
of Dropout Fuse Disconnecter Units  
&  
Fuse Links**

## **THE COMPANY – Energy Fiji Limited**

Energy Fiji Limited (EFL) is a government owned company solely responsible for supplying power throughout the Fiji Islands. Power is supplied through Hydro, Diesel and wind mill generators located in different parts of Fiji.

The operations of the company are organized into three geographically defined divisions, which correspond to the national administrative divisions. These divisions are:

1. Central/Eastern based in the capital, Suva
2. Western based in the city of Lautoka
3. Northern based in the town of Labasa

Suva and Lautoka are on the island of Viti Levu with main warehouse while Labasa is the commercial centre of the island of Vanua Levu. Lautoka warehouse is designated as the **Central Stores**.

## **Purpose and description of the Tender**

Energy Fiji Limited (EFL) is inviting Request for Proposal [RFP] for supply of **Dropout Fuse Disconnecter Units and Fuse Links** from suitable Companies.

**Tender Term – [1 or 3 Year – will be decided after tender evaluation]**

### **1. Product Information**

The supplier should be a manufacturer, authorized distributor or reseller of the products.

The vendors shall submit the names/contacts of utilities or projects where they have previously supplied this material to.

All relevant test reports, product standard certificates and product specification / drawings are required to be supplied in the bid as part of their proposal.

Other information to be provided by the Bidder as part of the proposal is:

1. Manufacturer's / Vendor's warranty on the product.
2. Relevant Test Reports
3. Lead time
4. Standard compliance certificate.
5. The bidder must provide the weight
6. Previous EFL experience with the Bidder and supplier DIFOTIS

## 2. Delivery – Kinoya, Navutu, Labasa

**4. INCOTERMS AND PRICING – The bidder must clearly state the price of their product with INCOTERMS associated with the price.**

## 5. Bidder Details

The Bidder shall provide all the necessary information specified in the tables below:

<b>General</b>
<b>The registered name of the Bidder:</b>
<b>Business address for correspondence:</b> <i>(Location, Street , Locality City, Pin Code, Country, Telephone, Facsimile, Email Other)</i>
<b>Contact name of the Authorised Person:</b>
<b>Contact's position:</b> <i>Contact addresses if different from above</i> <i>Locality City, Pin Code</i> <i>Location, Street, Country, Telephone, Facsimile, Email, Web address</i>
<b>Business structure:</b>
<b>Include the organisations years of experience in this field and reputation in the market place.</b>
<b>Financial standing</b> (Information designed to give client confidence in the financial competence of the BIDDER.) Audited financial accounts for past three years shall be included in appendix.
<b>Company Profile(s)</b>

## 6. Other value added services.

The bidder is open to include any other information that may add value to their product / Services or after sales services.

## 7. Stock Availability.

1. Size of stock holding and ability to meet the required quantity.

## **8. Technical Support**

1. Bidder may provide any detail or information of what technical support is available to EFL to make better use of supplier product.

## **9. Evaluation Criteria**

The evaluation will be based on the Technical and financial compliance

## **10. Nominated Agent** - Respondents shall state if it is their intention, if successful, to appoint an agent for any portion of the services offered.

- i) Respondents shall provide at least the following details of the proposed Agent in the appropriate schedule:
  - (a) Name and address of the Agent
  - (b) Location of factory/premises / Warehouse
  - (c) Number of people employed
  - (d) Quality Assurance status of proposed Agent; and
  - (e) Relevant experience
- ii) Respondents shall guarantee that all services provided by Agent and furnished under this Tender shall be free from deficiencies in design, performance, materials and workmanship.

## 11. Product Description and quantity.

FEA Stock Code	Item Description	Base Unit of Measure	Approximate 3 Year Usage
I04424	11kV 100A Dropout Fuse Type D6/11	Each	1336
I04427	Combination Dropout C/W	Each	1693
I02085	2A HT Expulsion Fuse (Slow)	Each	487
I02086	5A HT Expulsion Fuse (Slow)	Each	2255
I02087	10A HT Expulsion Fuse (Slow)	Each	2205
I02088	15A HT Expulsion Fuse (Slow)	Each	1466
I02089	20A HT Expulsion Fuse (Slow)	Each	1457
I02090	40A HT Expulsion Fuse (Slow)	Each	243
I02090A	30A HT Expulsion Fuse (Slow)	Each	801
I02091	60A HT Expulsion Fuse (Slow)	Each	47
I02092	100A HT Expulsion Fuse (Slow)	Each	74
I02099	100A Fuse link (Fast)	Each	44
I02100	2A HT Expulsion Fuse (Fast)	Each	1016
I02101	3.15A HT Expulsion Fuse (Fast)	Each	295
I02102	5A HT Expulsion Fuse (Fast)	Each	2884
I02103	8A HT Expulsion Fuse (Fast)	Each	338
I02104	10A HT Expulsion Fuse (Fast)	Each	2031
I02105	15A HT Expulsion Fuse (Fast)	Each	1620
I02107	20A HT Expulsion Fuse (Fast)	Each	1247
I02108	30A HT Expulsion Fuse (Fast)	Each	777
I02109	40A HT Expulsion Fuse (Fast)	Each	87
I02110	60A HT Expulsion Fuse (Fast)	Each	78
I04438	33kV 300A Dropout Fuse	Each	21
I02112	2A 33kV Expulsion Fuse (Fast)	Each	0
I02114	5A 33kV Expulsion Fuse (Fast)	Each	0

**12. Specifications – Refer to separate sheet for technical specification of Dropout Fuse Disconnecter Units and Fuse Links in Appendix A.**

- The award of this Tender could be split among more than one compliant bidder.
- EFL will not purchase the estimated quantities as stated in the specification at once. The item will be purchased on as when required basis and the successful bidder / bidders will be required to keep a consignment stock for EFL.

The Bidders have the option to provide samples of their products.

**13. Product Warranty Period – The bidders to provide warranty period**

**14. Tender Evaluation**

After the bids are received, it will go through a normal tender evaluation process as per EFL's Tender Policy and Procedures. The successful and unsuccessful bidders will be advised of the outcome after completion of the Tender evaluation process.

The successful the bidder will enter into 1 or 3 year contract with EFL as mutually agreed. All terms & condition, and pricing details will be stipulated in contract documents.

**Note: This tender document covers specifications for Dropout Fuse Disconnecter Units and Fuse Links. It is therefore stated that the items could be both contracted to the same bidder or multiple bidders considering the performance, design and testing criteria offered by the bidders upon evaluation by EFL.**

**The bidders are also to take note that this is not a one of purchase but as and when required situation.**

## 17. Submission of tenders

It is mandatory for Bidders to upload a copy of their bid in the **TENDER LINK** Electronic Tender Box no later than **4:00pm, on Wednesday 6<sup>th</sup> June, 2018**.

To register your interest and tender a response, view 'Current Tenders' at:  
<https://www.tenderlink.com/efl>

For further information contact The Secretary Tender Committee, by e-mail  
[TDelairewa@efl.com.fj](mailto:TDelairewa@efl.com.fj)

In additional, hard copies of the tender, one original and one copy must be deposited in the tender box located at the EFL Head Office, 2 Marlow Street, Suva, Fiji no later than **4:00pm, on Wednesday 6<sup>th</sup> June, 2018** - Addressed as

**Tender – MR 199/2018 – Preferred Supplier for Supply of  
Dropout Fuse Disconnecter Units and Fuse Links**

**The Secretary Tender Committee  
Energy Fiji Limited  
Head Office Suva  
Fiji**

- **Hard copies of the Tender bid will also be accepted after the closing date and time provided a soft copy is uploaded in the e-Tender Box and hard copy is dispatched to courier before the closing date and time. Please note courier submission date should be forwarded to EFL with your bid.**

Tenders received after **4:00pm** on the closing date of **Wednesday 6<sup>th</sup> June, 2018**

- will not be considered.
- Lowest bid will not necessarily be accepted as successful bid
- **It is the responsibility of the bidder to pay courier chargers and all other cost associated with the delivery of the hard copy of the Tender submission including any Duties/Taxes. Hard copies of the Tender submission via Post Box will not be considered.**

