



Energy Fiji Limited

**Tender Specifications for
Environmental Impact Assessment Study for 33/11kV
Substation in Davuilevu, Nasinu**

MR359/2018

September 2018

1 Background

Energy Fiji Limited (EFL, formerly Fiji Electricity Authority) is a limited liability company with majority Government of Fiji shareholding. It is supervised by a Board of eight members comprising a Chairman, Deputy Chairman, the Chief Executive Officer of EFL, the Permanent Secretary of Infrastructure and Transport, the Permanent Secretary of Public Enterprises, and representatives of Business and Consumer Groups. All members are appointed by the Minister of Infrastructure and Transport, except for the Chief Executive Officer of EFL, who is appointed by the Board with the approval of the Minister. The Management team of the EFL consists of Chief Executive Officer, Chief Finance Officer, General Manager Human Resources, General Manager Generation, General Manager Network, General Manager Customer Services, Chief Information Officer, General Manager Major Projects & Strategy, General Manager Commercial and General Manager System Planning & Control.

EFL maintains power supply systems on the larger islands Viti Levu, Vanua Levu, Ovalau and Taveuni, which account for some 90% of the country's population.

2 EFL System Arrangement

2.1 Viti Levu Interconnected System

The Viti Levu Interconnected System (VLIS) is by far the largest system of the four power systems operated by EFL. The VLIS consists of four hydro power stations and eight thermal power stations, which are linked via 132 kV or 33 kV transmission systems, or 11kV interconnectors. The installed generation capacity on Viti Levu is approximately 292.64MW, comprising 135.1MW hydro-power, 147.82MW of thermal capacity and 9.72MW wind energy. The recorded peak demand on the VLIS is 170MW to date.

The Wailoa, Nadarivatu and Wainikasou hydro power stations are located in the centre of the island. 132 kV steel tower transmission lines connect Wailoa and Nadarivatu power stations to the 132kV backbone transmission network, which spans from Cunningham to Vuda, with switching stations in Wailoa and Nadarivatu.

The Wainikasou hydro power station is connected to the Wailoa switching station via a 33kV transmission line and a 132/33kV step-up transformer at Wailoa. The Nagado Power station is connected to the 33 kV sub-transmission network in the Western region of VLIS.

132/33kV substations are situated at Vuda in Western Region and at Cunningham in Central Region. These are connected to strategically located 33/11kV zone substations via 33kV sub-transmission lines or underground cables.

3 Objective of the Assignment

To address growing electricity demand for a major customer, EFL intends to develop its high voltage sub-transmission network by building a new 33/11kV zone substation in Davuilevu, Nasinu.

The objective of this assignment will be to:

- Carry out scoping and prepare and obtain Department of Environment approval for Terms of Reference for the Environment and Social Impact Assessment Study
- Upon receipt of approval for Terms of Reference, carry out Environmental and Social Impact Assessment and submit reports for Department of Environment approval
- Suggest mechanisms and plans to mitigate and/or monitor potential risks during project implementation

The communities within the area of the proposed development are of mixed ethnic groups with different cultural habits. They must be consulted on a proposed development during the EIA studies and finally informed of the outcome of the studies after the completion of EIA report.

4 Scope of Work

The selected Consultant will be required to carry out all activities towards preparation and getting approval of a Terms of Reference for the EIA Study.

Upon receipt of approval of the Terms of Reference, the Consultant shall undertake all activities to complete an Environmental and Social Impact Assessment study for the identified projects.

The Consultant shall provide all resources required to carry out the EIA study.

5 Deliverables

Within one week of commencement, the Consultant shall submit to EFL a detailed work program outlining time inputs, field visits and the methodology, in MS Project format.

Fortnightly progress reports shall be submitted every Monday from the date of commencement.

The Consultant will provide, upon request from EFL, presentation of activities, findings and recommendations to the EFL steering committee and the executive management group at the proposed date below.

6 Program

The anticipated program for the review is shown below.

RFT Close	11/10/2018
Evaluation Completed, Endorsed by EMG & Board, Legal Agreement Executed, Receipt of Anticipated Payment from Customer	30/11/2018
Engagement of Consultant	03/12/2018
Commencement of Study	03/12/2018
Finalize Terms of Reference with Department of Environment	26/12/2018
Submission of Draft EIA Report to EFL and presentation to EFL EMG & Board	No later than 04/01/2019
Submission of EIA Report to Department of Environment	14/01/2019

7 Supervision and Reporting

The successful Consultant will report to EFL's General Manager System Planning & Control.

8 Expertise & Qualification

The Consultant shall:

- Possess at least a Bachelor's degree in development, environment science, geography, natural resource management and/or related field with at least five (5) years' experience in relevant field
- Be a registered EIA Consultant with the Department of Environment, Ministry of Local Government, Housing and Environment, Government of Fiji.
- Have experience working in facilitating community consultations and facilitating discussions
- Demonstrates integrity and commitment to EFLs values
- Have strong interpersonal and communication skills

Past experience in carrying out an EIA Study for a similar project is preferred.

9 Fee Proposal

A detailed financial proposal is required. EFL prefers a lump sum contract, including disbursements.

Unit rates for staff and consumables is to be submitted.

The Contract price proposal shall be comprehensive in that, in consideration of the Bidder meeting all obligations, conditions and liabilities under the Contract.

10 Payment Schedule & Terms

The payment schedule will be as follows:

Item	Percentage
Scoping, Preparation and Dept. of Environment approval of the TOR	30%
Lodgment of EIA with Dept. of Environment	60%
Approval of Final EIA Report by Dept. of Environment	10%
Total	100%

The Payment Terms are given in Appendix 2.

11 Submission of Proposals/Tenders

11.1 Summary of Requirements

Tenderers shall provide the following information as their response to this RFT. Information shall be contained in a single bound document, Two hard copies of this document shall be provided to the location described stated below, together with one electronic copy on CD or USB memory stick. Electronic submissions will be accepted if a hard copy is received prior to the closing date. The electronic copy can be loaded on Tenderlink, EFL's electronic tender hosting website, before closing time. The hard copy is to be sent by courier and air way bill number provided. The Bidder is to provide one original hard copy, one copy and one electronic copy on CD or USB memory stick.

The Bidder shall seal the original copy of the technical proposal, the original copy of the price proposal and each copy of the technical proposal and each copy of the price proposal in separate envelopes clearly marking each one as: "ORIGINAL-TECHNICAL & PRICE PROPOSAL", "COPY NO. 1 - TECHNICAL & PRICE PROPOSAL" etc as appropriate.



The inner and outer envelopes shall

(a) be addressed to:

The Secretary Tender Committee
Energy Fiji Limited
2 Marlow Street
Suva, Fiji

and

(b) bear the following identification:

Bid for Environment Impact Assessment Study for 33/11kV Substation in Davuilevu, Nasinu
Tender Number: MR359-2018

The inner envelope shall indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared "late". If the outer envelope is not sealed and marked as above, EFL will assume no responsibility for the misplacement or premature opening of the bid.

Facsimile submissions will not be accepted.

11.2 Submission Requirements

The proposal for EIA study shall include:

1. A covering letter including the complete name and address of the principal firm including the name and title of person principally responsible for the assignment
2. A detailed methodology including a programme for the works/services. Comments on the TOR can be included to add value to the submission.
3. Lump sum fee for the entire works/services with breakdown for each component
4. Unit rates for all staff proposed to be engaged on the project
5. Bidders are to familiarise themselves with Local Fijian Taxation requirements and clearly identify relevant local taxes that are included in their fees
6. Bidders are to state clearly the currency(s) that is being used in their submission bids
7. Company background and evidence of similar works undertaken by the firm over the last five years including project name, summary of work carried out, contact name and address of clients
8. Background of proposed sub-consultants if any, and their relevant scope of work
9. CV's of personnel that will be engaged in the work including sub-consultants
10. Copies of insurance certificates including any Professional Indemnity Insurance cover are to be submitted
11. Information requirements from EFL, which is to be provided at the commencement of study

Submissions shall be made in English language only.

11.3 Closing Date

Submissions close at **1600hrs (Fiji) Time on 11th October 2018** at EFL's Head Office in Suva. Late submissions will not be accepted.

11.4 Costs

All costs of preparing the submission shall be borne by the Bidder.

11.5 Pre-bid Visit

A pre-bid visit will be undertaken on 3rd October 2018. Bidders will be required to meet at the proposed 33/11kV substation site in Davuilevu at 1030hrs. This location can be obtained from map provided in Appendix 1 of this specifications.

All costs associated with attending the site visits shall be borne by the Bidder.

12 Notification and Award

Following EFL Executive Management or Board approval, Bidders will be advised, by letter, whether they have been successful or not. Bidders will be able to debrief with the evaluation team should they so request, however the scoring information will not be released to any of the Bidders at any time.

Notwithstanding any other provision of this document, EFL reserves the right to:

- Accept or reject any proposal
- Seek clarification of any aspect or information provided in this document and to seek further information from any party
- Amend the closing date for submission of Tender or any other date referred to or implied in this document
- In whole or in part, suspend or cancel this Invitation for Tender
- Re-advertise this invitation for Tender

13 Confidentiality of Information

The Consultant shall retain ownership of any Intellectual Property already owned by the Consultant or arising from the Services performed under this TOR, but the Consultant grants to the Client a perpetual royalty-free license to use any Intellectual Property which the Consultant owns which is incorporated in the Services or any reports or products provided to the Client as part of the Services. "Intellectual property" means all intellectual property rights including copyright, designs, specifications and know-how. The Client acknowledges that the Consultant has no liability for use of this Intellectual Property for purposes or projects other than the Project defined in this Agreement."

"All information given by the Client to the Consultant shall remain the property of the Client and be treated as confidential and not disclosed to any third party without the prior written consent of the Client."

14 Addenda to Tender

Where the Authority finds it necessary to make amendments to or clarify the requirements of the tender documents during the period of tendering, it shall publish these through its tender publishing website. Each Bidder in the Appendix to Tender shall state the reference number and description of each of the aforesaid Addenda which has been considered during the preparation of the Tender. Time extension for tender submission, due to such changes, will be advised by EFL.

15 Contract Conditions

The contract will be based on FIDIC General Terms and Conditions of FIDIC Client/Consultant Contract Model Services Agreement (White Book) Fifth Edition 2017.

16 Insurance

Certificates of insurance including any Professional Indemnity Insurance cover are to be submitted.

17 Inputs/Facilities Provided

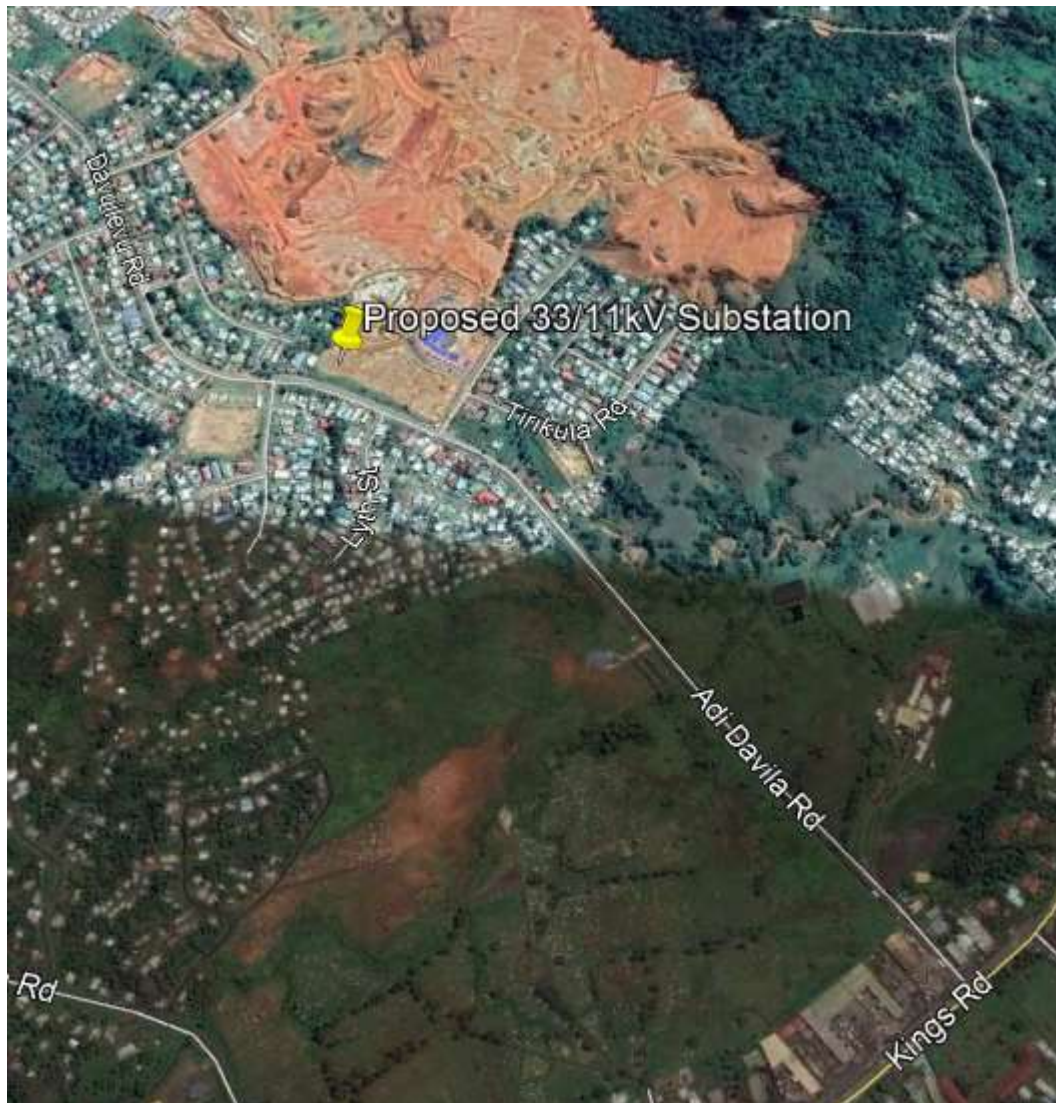
All facilities and resources required for the EIA study shall be provided by the successful Bidder.

18 Enquiries

All enquiries shall be directed to:

Tuvitu Delairewa
General Manager Commercial
2 Marlow Street, Suva
Phone: + 679 331 1133
Facsimile:+ 679 331 1882
Email: TDelairewa@efl.com.fj

Appendix 1: Locality Map of 33/11kV Substation site in Davuilevu



Appendix 2: Condition of Payments

Payments Terms

All payments shall be due and payable by EFL in accordance with the payments terms detailed below.

The payments shall be made on completion of milestones as identified in the Terms of Reference by EFL.

Payments to be made will fall into two categories.

Payments for work carried out off-shore and hence not subject to GST or VAT, but will be subject to 15% non-resident Withholding tax and will be deducted by Employer.

Payments for work carried out within Fiji (i.e. on-shore), and hence shall be subject to Fiji Income tax legislation for resident company and for non-resident company will also be subject to 15% non-resident Withholding tax and will be deducted by Employer.

Off - Shore Work

All invoices issued for off-shore work shall be expressed in the foreign currency and will be issued using Bidder's Commercial Invoice. No GST or VAT shall be included in the invoice. Payment of the foreign currency shall be paid at the prevailing exchange rate as at the date of payment. The Employer shall pay the invoice amount in foreign currency to each overseas bank account nominated by Contractor within 30 days of receipt of the commercial invoice.

On - Shore Work

All invoices issued for on-shore work pursuant to this Contract shall be expressed in Fiji Dollar currency and will be subject to Fiji income tax. The invoice shall be issued using Bidder's Fijian registered entity letterhead. EFL shall pay the amount agreed to in Fiji dollars including the VAT amount to a local bank account nominated by the Bidder. EFL shall pay the invoiced amounts within 30 days of receipt of the invoice.

The Bidder shall advise EFL details of its Fijian registered entity including the Tax Identification Number given by the Fiji Revenue and Customs Authority (FRCA) as soon as possible after the execution of this Agreement.

EFL shall not be responsible to pay invoices issued by the Bidder or its Fijian registered entity if such invoices are not in conformance with the above stated requirements.

If EFL disputes any portion of the amount claimed in an invoice submitted by the Bidder or by its Fijian registered entity, EFL shall notify the Bidder in writing of the reasons for disputing the amount and EFL shall pay that portion of the amount in the invoice that is not in dispute.

The Bidder hereby agrees that payments made by EFL in accordance with this Agreement to the Bidder's Fijian registered entity shall be proper consideration deemed to be received by the Bidder.

All matters relating to taxation such as income tax, withholding tax, provisional tax, PAYE and other tax issues shall be the responsibility of the Bidder. Similarly any superannuation related issues such as FNPf liabilities (where applicable) shall be the responsibility of the Bidder



Tender Submission - Instruction to bidders

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 Thursday, 11th October, 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

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 Thursday, 11th October, 2018** - Addressed as

**Tender – MR 359/2018 – Environmental Impact Assessment Study for
33/11kV Substation at Davuilevu, Nasinu
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 **Thursday, 11th October, 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.**