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## TENDER FORM

The Chairman – Tender Opening Committee  
PNG Power Ltd  
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We (Full name of company).....

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hereby tender for the undermentioned goods and services subject to the conditions of tendering and at the prices quoted in the scheduled therein

**TENDER No. 33/2020**

**CLOSING AT 4.00 PM FRIDAY 27<sup>TH</sup> NOVEMBER 2020**

**FOR SUPPLY & DELIVERY OF SAFETY  
CONSUMABLES EQUIPMENT FOR A PERIOD  
OF THREE (3) YEARS TERM**

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## REQUEST FOR PROPOSALS

### I. Introduction

PNG Power Limited is responsible for generation, transmission, distribution and retailing of electricity in urban and rural areas of Papua New Guinea. It operates 34 centers in Papua New Guinea, has a total of 4,100km of transmission and distribution lines and serves approximately 124,264 customers. As one of Papua New Guinea's largest state owned enterprises employing over 2,000 employees, PNG Power invites proposals for the following:

- **Supply of Safety Consumable Items**

Details and specifications of the items are in Appendix A. PNG Power is seeking responsive and reliable suppliers that can adapt quickly to changes, offer fair market prices and practices in an open competitive environment.

### II. Scope of work

PNG Power is seeking qualified, responsible, and reliable suppliers to provide Safety Consumable Items at competitive market price in 2021. These products must adhere to regulations and meet specific performance standards for protection. Suppliers will be responsible to deliver to multiple PNG Power locations throughout the country. Suppliers shall respond in a timely manner to all requests.

PNG Power will request particular samples of each item that will be subject to review and approval by Health, Safety & Environment Department for quality checks and testing purposes prior to purchasing.

PNG Power reserves the right to modify an order, return any item or cancel any order if the following conditions apply:

- The received items do not meet the initial specifications, and technical descriptions initially requested by PNG Power
- Estimated Time of Arrival (ETA) exceeds the initial time provided per the quote
- Additional fees not agreed to are applied

### III. Request for Proposal timeline

- 2<sup>nd</sup> November, 2020 – RFP published on PNG Power Facebook page and local newspapers
- 6<sup>th</sup> November, 2020 – Questions due in writing to email [hsew@pngpower.com.pg](mailto:hsew@pngpower.com.pg)
- 13<sup>th</sup> November, 2020 – Responses to questions or queries

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- 20<sup>th</sup> November, 2020 – Proposals due. Upload through [www.tenderlink.com](http://www.tenderlink.com)
  - January, 2021– **Notification of Decision.** Desired date to notify selected suppliers however, PNG POWER has the discretion to extend this date without notice. All proposals shall remain valid and open for a period of **one hundred and twenty (120) days** from the proposal submission close date unless a proposer notifies PNG POWER of its withdrawal. PNG POWER reserves the right to accept or reject any or all proposals. PNG POWER anticipates submitting a Notice of Award to the selected proposer(s) by email provided in the RFP responses. The contract(s) will be awarded to the most responsive and responsible proposer(s) meeting all requirements. PNG POWER reserves the right to select multiple proposers for award. The contract(s) resulting from this RFP shall be in effect when all necessary contract documentation is fully executed by PNG POWER and awarded supplier(s).

#### **IV. Minimum qualifications:**

Proposer must possess the following qualifications and experience:

1. Business legally registered in PNG
2. Verified business experience in PNG providing stated items or products
3. Experience working with Government, Mining, Oil and Gas industries
4. Possess effective and professional communication skills to provide information through emails and telephone in a timely manner
5. Proactive, detailed oriented and knowledgeable of items or products offered
6. Offers Government, Mining, Oil and Gas industries recommended products at competitive prices and actively excludes price gouging

#### **V. Proposal requirements**

Submit the following documents in 3 separate PDF Files:

##### **A. Company Profile**

1. Company History/Background
2. Organization Structure
3. Tax Identification Number
4. IPA Certificate
5. Details on Insurances (Public Liability, Workers comp, Product, Marine etc.)

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## B. Technical Attributes

1. Technical Capability & Experience
2. Supply Chain Interconnectivity
3. Experience in Procurement, Shipping, Logistics & Inventory Management
4. Experience in similar engagements
5. Supply Chain and Business partners
6. Evidence of innovative solutions
7. Catalog of the three (3) categories of products inventory
8. 3x References

### Proposed Solution:

9. *Your Methodology/approach*
  1. Procurement of the PPL Safety PPE, Safety Consumables and Safety Equipment's,
  2. Shipping & Clearance process,
  3. Inventory Management process
  4. Transportation & Logistics model for efficient delivery
  5. Materials Quality Control
  6. Product Insurances & Warranties
  7. KPIs & discrepancy handling
  8. Payments process

## C. Financial Attributes

1. Separate Price sheets for the three (3) categories of safety products that includes brands, sizes, unit cost, and volume discount pricing
2. Profit & Loss Statement
3. Cash flow statement
4. Bank Statement

## VI. Period of Performance

The effective date of providing goods is expected to commence by the vendor on or about January 01, 2021 to December 31, 2021 ("Initial Term") with an annual renewal option for 2 years under the same terms, conditions and cost for each option term. The decision to exercise the option terms will be at PNG Power's sole discretion. No goods shall be requested or delivered until all necessary contract documentation is fully executed by PNG Power and awarded supplier(s).

## VII. Submission Instructions

The Proposal must be lodged through PNG Power Tender Link Portal:

[www.tenderlink.com](http://www.tenderlink.com)

By the Closing Time

Three digital files (Preferably PDF) must be uploaded separately containing:

1. Company profile
2. Technical Attributes and
3. Financial Attributes

Additional Instructions:

1. Ensure the documents must be signed by the relevant business directors
2. No other submissions will be considered apart from the submissions uploaded via the PNGPower tender Link Portal
3. Give yourself sufficient time to upload, the portal will automatically reject any incomplete submissions by the due time hence to prevent failure ensure you do not wait until the last day to upload.

## VIII. Appendices

### Appendix A: Specifications for Safety Consumable Items

#### A1 – Safety Consumable Item Specifications

Below are basic mandatory Safety Consumable Items a field employee MUST have to be compliant with PNG Power Safety Policy.

No.	Item	Technical Specification
1	Gloves Leather	Chrome leather cotton drill with knuckle bar, multi purpose light duty
2	Gloves Rubber	Fully coated with in red pvc, single-dipped high resistance to acid
3	Glove Clip	Compact two piece design securely holds glove, quick release
4	Disposable Valved Respirator	Cup type polypropylene outer layer fringe seal, latex-free rubber head strap soft close-cell nose foam exhalation valve certified to CE EN149:2001
5	Respirator Dual Cartridge	Half mask 70 x 30mm diameter, soft durable rubber face elastic head band, deep chin cup, one fits all
6	Disposable Coveralls	White Dupont Tyvek dual SMS back, ergonomic 3 piece hood, external stitched seams CAT III type 5 & 6 protection
7	Corded Ear Plug	Class 5 NRR 32dB soft polyurethane foam comes paired in a polybag, complies to CE EN 352-2
8	Ear Muff	Class 4 NRR 23dB over head air flow control, steel wire construction, snap-in ear cushions, telescopic height adjustment certified to AS/NZS 1270:2002
9	Safety Glass Clear	Buzzard medium impact light weight one piece lens, hard coat finish AS/NZS 1337
10	Safety Glass Dark	Buzzard medium impact light weight one piece lens, hard coat finish AS/NZS 1337
11	Hard Hat chin strap	Rubber chin strap
12	Helmet Brim	Orange Hi-Vis detachable hat brim with neck flap suits all brand helmets
13	Reflective Vest	High visibility nylon day/night, durable 3M scotchlite hi-vis reflective taping in H pattern with PPL logo
14	Face Shield Clear	Complete clear vision shield comes with ABS brow guard fit with aluminium bound visor 203x381mm CE EN166
15	Absorbent Pads	400gsm Oil & Fuel heavy weight polypropylene microfibres chemical resistance 1.8ltr capability 480 x 430mm
16	Safety Tag Danger	Two par lockout safety Tag 80 x 158 mm, "DANGER" 'Do Not Operate' & Equipment Tagged Out', Red/White/Black
17	Safety Tag Caution	Industrial grade polypropylene chemical resistant, survive humid, "CAUTION" 'Out Of Order' Yellow/Black
18	Lockout Padlock	Thermoplastic light, durable non-conductive body safety padlock high security, key retaining 6mm shackle diameter opening height 38mm
19	Hasp, Safety Lockout	Steel hasp lockout 38mm diameter jaws, multipurpose worker lockout
20	Caution Barricade Tape	Yellow/Black high visibility light weight and non-adhesive reusable CAUTION wording in black
21	Danger Barricade Tape	Red/White heavy duty plastic 100m roll x 75mm width DANGER wording in black
22	Cone, Road Traffic	Orange reflective durable PVC square base reflective collar 700mm height
23	Bunting Tape	Orange 455mm flag 32 meter roll bright red



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24	Rain Coat	¾ length yellow PVC with hood drawstring on hood stud button closures two side pockets assorted sizes
25	Gum Boot	PVC Steel toe anti-perforation midsole 200 joules, reinforced textile durable lining, heel energy absorption extra grip/anti-slip, water proof anti-static oil/fuel resistant reinforced mould extra pad AS/NZS 2210.3, assorted sizes