

## **TENDER SUBMISSION CHECK LIST**

***The Bidders must ensure that the details and documentation mention below must submitted as part of their tender Bid***

Tender Number \_\_\_\_\_

Tender Name \_\_\_\_\_

1. Full Company Name: \_\_\_\_\_

**(Attach copy of Registration Certificate)**

2. Director/Owner(s): \_\_\_\_\_

3. Postal Address: \_\_\_\_\_

4. Phone Contact: \_\_\_\_\_

5. Fax Number: \_\_\_\_\_

6. Email address: \_\_\_\_\_

7. Office Location: \_\_\_\_\_

8. TIN Number: \_\_\_\_\_

**(Attach copy of the VAT/TIN Registration Certificate - Local Bidders Only)**

9. Company Registration Number: \_\_\_\_\_

**(Attach copy of the Business License)**

10. FNPF Employer Registration Number: \_\_\_\_\_

**(For Local Bidders only)**

11. Contact Person: \_\_\_\_\_

I declare that all the above information is

correct. Name: \_\_\_\_\_

Position: \_\_\_\_\_

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

## **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 (1600hrs Fiji Time) Wednesday 14<sup>th</sup> April, 2021.

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

For further information please contact Jitendra Reddy by e-mail  
[JReddy@efl.com.fj](mailto:JReddy@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 1600hrs Wednesday 14<sup>th</sup> April, 2021. - Addressed as

### **Tender - MR 58/2021 - Supply of Three (3x) 11kV/0.415kV 100kVA Ground-Mounted Distribution Transformers for Station Auxiliary Supply**

The Secretary Tender Committee  
Energy Fiji Limited  
Head Office  
Suva  
Fiji

Hard copies of the Tender bid will be accepted after the closing date and time provided a soft copy is uploaded in the e-Tender Box and it is dispatched before the closing date and time.

Tenders received after closing time 4.00pm (1600hrs Fiji Time) Wednesday 14<sup>th</sup> April, 2021.

- Will not be considered.
- Lowest bid will not necessarily be accepted as successful bid.

It is the responsibility of the bidder to pay courier charges and all other cost associated with the delivery of the hard copy of the Tender submission.

The Tender Bids particularly the “Price” must be typed and not hand written.

**(Tender Submission via email or fax will not be accepted)**