



**ENERGY FIJI LIMITED**

**BIDDING DOCUMENT**

MR 101/2021

**PREFERRED SUPPLIER FOR ROAD  
CONES IN LABASA, SAVUSAVU &  
KINOYA**

## Section 1. Instructions to Bidders

- 1. Scope of Bid** Energy Fiji Limited (hereinafter referred to as "the Employer"), wishes to receive bids for supply of FRA Approved Standard Road Cones on a Preferred Supplier basis as specified in these bidding documents.
- 2. Eligible Bidders** This Invitation to Bid is open to bidders who have sound financial background and have previous experience in manufacturing or retailing such product.

Bidders shall not be under a declaration of ineligibility for corrupt or fraudulent.
- 3. Eligible Materials, Equipment** The Traffic Management Signage and Equipment to be supplied under the Contract shall be compliant to FRA standards. The bidders may be required to provide evidence that the quoted equipment is FRA compliant.
- 4. Qualification of the Bidder** To be qualified for award of Contract, bidders shall submit proposals regarding work methods, scheduling and resourcing which shall be provided in sufficient detail to confirm the bidder's capability to fulfil the contract.
- 5. Cost of Bidding** The bidder shall bear all costs associated with the preparation and submission of its bid and the Employer will in no case be responsible or liable for those costs.
- 6. Deadline for Submission of Bids** Bids must be received by the Employer at the address specified above no later than **1600 hours (Fiji Time) (12<sup>th</sup> May 2021)**.

The Employer may, at its discretion, extend the deadline for submission of bids by issuing an addendum, in which case all rights and obligations of the Employer and the bidders previously subject to the original deadline will thereafter be subject to the deadlines extended.
- 7. Late Bids** Any bid received by the Employer after the deadline for submission of bids prescribed will be rejected and returned unopened to the bidder.
- 8. Modification and Withdrawal of Bids** The bidder may modify or withdraw its bid after bid submission, provided that written notice of the modification or withdrawal is

received by the Employer prior to the deadline for submission of bids.

The bidder's modification or withdrawal notice shall be prepared, sealed, marked and delivered, with the outer and inner envelopes additionally marked "MODIFICATION" or "WITHDRAWAL", as appropriate. A withdrawal notice may also be sent by fax but must be followed by a signed confirmation copy.

No bid may be modified by the bidder after the deadline for submission of bids.

**9. Employer's Right to Accept any Bid and to Reject any or all Bids** The Employer reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of Contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the Employer's action.

**10. Notification of Award** Prior to expiration of the period of bid validity prescribed by the Employer, the Employer will notify the successful bidder by fax/email, confirmed by registered letter, that its bid has been accepted. This letter (hereinafter and in the Conditions of Contract called the "Letter of Acceptance") shall name the sum which the Employer will pay the Contractor in consideration of the execution, completion and maintenance of the Works by the Contractor as prescribed by the Contract (hereinafter and in the Conditions of Contract called "the Contract Price").

The notification of award will constitute the formation of the Contract.

Upon the furnishing by the successful bidder of a performance security, the Employer will promptly notify the other bidders that their bids have been unsuccessful.

**11. Signing of Contract Agreement** At the same time that he notifies the successful bidder that its bid has been accepted, the Employer will send the bidder the Form of Contract Agreement provided in the bidding documents, incorporating all agreements between the parties.

Within 7 days of receipt of the Form of Agreement, the successful bidder shall sign the Form and return it to the Employer.

**12. Corrupt  
or  
Fraudulent  
Practices**

The Employer requires that the Contractor observe the highest standard of ethics during the procurement and execution of such contracts. In Pursuance of this policy, the Employer:

- (a) defines, for the purposes of this provision, the terms set forth below as follows:
  - (i) "corrupt practice" means behavior on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves and/or those close to them, or induce others to do so, by misusing the position in which they are placed, and it includes the offering, giving, receiving or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; and
  - (ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Employer, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Employer of the benefits of free and open competition;
- (b) The EFL will reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

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## 1.0 Introduction

The preferred supplier is to supply the Energy Fiji Limited with the Road Cones that are FRA (Fiji Roads Authority) compliant on as per need basis. The bidders proposal shall address all functional and performance requirements within the specification and shall include sufficient information and supporting documentation in order to determine compliance with this specification without further necessary inquiries. The Road Cones will be used for temporary traffic management when working by the road side and SHALL BE FRA COMPLIANT.

All the Road Cones shall be manufactured in accordance to the specifications given in the Traffic Control Devices Manual Part 8: Code of practice for temporary traffic management (CoPTTM) by Fiji Roads Authority.

All the dimensions give should conform Schedule 1 of Land Transport Rule: Traffic Control Devices 2004 which are deemed to be authorized traffic signs in accordance with the Rule.

The tender shall be on a “Preferred Supplier” basis and a contract of two (2) years shall be offered to the successful bidder. This tender may be awarded to more than one bidder.

## 2.0 Product Specification

### 2.1 Delineation Devices (Cones)

Manufacturers must be able to demonstrate colour and luminance compliance and photometric performance compliance of the retroreflective material from a recognized independent testing laboratory's certificate of compliance. Such certificate must note the device tested.

All delineation devices (e.g. cones,) must be fluorescent orange with:

- a. chromaticity coordinates in accordance with table 2.5 of AS/NZS 1906.1:2007,
- b. Minimum luminance factor in accordance with table 2.8 of AS/NZS 1906.1:2007.

In addition, the internal colour and the underside of the base of cones, must be either white or orange to ensure the device remains visible if knocked over. Orange must be compliant to ‘a.’ above but need not be fluorescent per ‘b.’ above.

Note: Colour dispensation will be allowed for the underside of a cone base that is manufactured using a minimum of 30% of recycled cone material. In such instances colour must comply with the specification in AS/NZS 1906.4 for orange red.

Delineation devices must have white or silver retro-reflective bands that:

- Meet a minimum of the photometric performance requirements for Class 1 material in table 2.2 of AS/NZS 1906.1:2007,
- Conform to the band width and positioning on the device as noted below, and
- Be affixed securely to the device with an adhesive that is appropriate for use with such material.

The certificate of compliance for retro-reflective material must be no older than 36 months.

All cones must:

- be sufficiently stable to remain upright in most anticipated service conditions
- have a base designed to stop the cone from rolling if knocked over
- be capable of returning to their original shape after impact
- be made of a flexible polymer or similar material
- be 900mm in height with dual ring of reflectors

### 3.0 Relevant Standards

All bidders, shall cite relevant standards and submit applicable documents proving and substantiating the compliance of the products in their bids with the relevant standards such as:

NZS 5414:1977 Specification for the construction of traffic signs.

AS/NZS 1906.1:2007 Retro-reflective materials and devices for road traffic control purposes

AS/NZS 2890.1 Parking facilities - Off street parking and speed breaker accessories

All bidders, shall cite relevant standards and submit applicable documents proving and substantiating the compliance of the existing quality control measures implemented at the factory in the manufacturing of the products for which bids are to be submitted.

### 4.0 Drawing / Test Certificates

The bidders shall provide necessary drawings/pictures demonstrating the dimensions of the product offered. Also including the details of the material the product is made of and submitting relevant test certificates of the product.

## 5.0 Pricing Schedule

Item Description	Unit Price for EFL Kinoya (FJD VIP)	Minimum Order Quantity to qualify for free delivery to EFL Kinoya Depot
Road Cones 900mm with dual ring reflector		

Item Description	Unit Price for EFL Savusavu Depot (FJD VIP)	Freight Charge Per Cone (FJD VIP)	Minimum Order Quantity to qualify for Freight to Savusavu Depot
Road Cones 900mm with dual ring reflector			

Item Description	Unit Price for EFL Labasa Depot (FJD VIP)	Freight Charge Per Cone (FJD VIP)	Minimum Order Quantity to qualify for Freight to Labasa Depot
Road Cones 900mm with dual ring reflector			

Item Description	Length per reel (meters)	Price Per Reel (FJD VIP)
Replacement Reflector for Cones		

### Note:

1. Bidder to state any additional value-added service provided
2. State if any minimum order quantity is required for EFL branding.
3. For replacement of reflector, the bidder is to state the length in meters of the reflective material in one reel. EFL team will purchase and apply it to the cones themselves.
4. If there is no minimum quantity of purchase required state N/A (Not Applicable)
5. EFL usually purchases minimum of 5 cones in a single order however the exact quantity is dependent on the need at the time of purchase. The minimum order quantity for freight charge is allowed if bidders from Viti Levu wish to bid and Supply to EFL Depots in Vanua Levu.

## 6.0 Technical Evaluation

Item No.	Item Description	Requirement	Bidder's Response
1.	Cones	900mm height	
		Fluorescent orange color	
		UV Stabilized	
		4.5kg weight	
		Dual ring reflector	
2.	Standard	FRA Compliant	
3.	Evidence of compliant product	Name companies that have bought equipment for road works or provide FRA certification	
4.	Delivery	Within 10working days	
5.	Delivery location	EFL Kinoya Depot or EFL Savusavu or Labasa or All	
6.	FNU Compliance	Provide valid FNU compliance certificate	
7.	TAX compliance	Provide valid TAX compliance certificate	
8.	FNPF compliance	Provide valid FNPF compliance certificate	

## 7.0 Appendix

Item Description	Sample Image
<p>Road Cones 900mm</p> <p>Fluro orange UV Stabilized</p> <p>360 x 360 x 900 mm Maximum weight: 4.5kg</p>	

## **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: \_\_\_\_\_

## Submission of Tender

**This tender is open to local bidders only since this is a local tender.**

**Two (2) hard copies** of the tender bids in sealed envelope shall be deposited in the tender box located at the Supply Chain Office at the EFL Head Office, 2 Marlow Street, Suva, Fiji.

Alternatively, those bidders who wish to submit electronic copies can do so via TenderLink by registering their interest at: <https://www.tenderlink.com/efl>

**Courier charges for delivery of Tender Document must be paid by the bidders. EFL will not clear any bids received at the Post Office via registered mail.**

**This tender closes at 4:00 p.m. (16.00hrs Fiji time) on Wednesday 12<sup>th</sup> May, 2021.**

Each tender shall be sealed in an envelope with the envelope bearing only the following marking:

**MR 101/2021**

**Preferred Supplier for Supply of Road Cones in Labasa, Savusavu & Kinoya**

The Secretary, Tender Committee

Energy Fiji Limited

Supply Chain Office

2 Marlow Street

Suva

**It must also indicate the name and address of the tenderer on the reverse of the envelope.**

**All late tenders, unmarked Envelopes and envelopes without bidder's name and address on the reverse on the envelope will be returned to the Tenderers unopened. (Bids via e-mail or fax will not be considered).**

**The bidders must ensure that their bid is inclusive of all Taxes payable under Fiji Income Tax Act and must have the most current Tax Compliance Certificate.**

For further information or clarification please contact our Supply Chain Office on phone (+679) 3224360 or (+679) 9992400.

**Bidders are requested to submit a:**

- Valid Tax Compliance Certificate
- FNPf Compliance Certificate
- FNU Compliance Certificate

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

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