



MR 116/2021

**Tender Name: Preferred Supplier for Cartage of
15.5 meters and 17 meters Poles in Central
Division**

Purpose and description of the Tender

The Energy Fiji Limited (EFL) is inviting potential suppliers to bid for Cartage of 15.5 meters and 17 meters Poles in Central Division on a preferred supplier basis.

1. Bidder Details

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

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

2. Other value added services.

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

It is mandatory for the bidder to provide the following:

- Information on delivery time
- Information on service provided to EFL previously
- Number of fleet/vehicles
- How soon the bidder can provide service in case of emergencies

3. Services Description and Pricing

It is mandatory for the bidders should provide vat inclusive price.

| Description | Price (FJD VIP)/Km |
|---|--------------------|
| Hire of Semi-Trailer to cart 15.5 meters or 17 meters wooden poles. (Price to be strictly on Kilometer basis) | |

Number of Poles per Trip: _____

Maximum Weight per Trip: _____

It is mandatory, the bidder to provide the maximum number of poles and weight they will carry on the semi-trailer per trip (Weight of Single Pole ~1.8 Ton.

Note: The price shall be typed. Handwritten bids will be disqualified.

LTA Approvals

It will be the responsibility of successful bidder to seek the following approvals from LTA:

- 1) Weight Exemption for the Poles.
- 2) Dimension exemption for the Poles
- 3) Height Exemption
- 4) Vehicle escort in case of over dimension load.

4. Documents to submit with the BID

1. Company Registration Certificate
2. Business license issued by respective City / Town Council

3. VAT registration certificate
4. Tax Compliance Certificate
5. Tin Number
6. Company Profile
7. Financial Report
8. Copies of relevant Insurance policies including carriers liability
9. FNPF Compliance Certificate
10. FNU Compliance
11. Proof of Drivers driving experience

5. Contractors Plant / Equipment details

Provide details of number of vehicles with size and type.

6. Insurance Policies

Provide Vehicle Insurance, Accident Compensation Commission (ACC) and other Insurance Cover details.

7. Tender Evaluation

After the bids are received, it will go through a normal tender evaluation process as per EFL's Tender Policy and Procedures.

All terms & condition, and pricing details will be stipulated in contract documents.

Evaluation Criteria

Bidder has to scope 100% mandatory compliance for consideration.

| Compliance | Requirements | Bidders Offer |
|--|---|---------------|
| Number of 15 meters or 17 meters poles that can be transported per trip (Weight of Single Pole ~1.8 Ton) | Bidder to specify | |
| FNPF Compliance Certificate | Bidder to provide with the bid | |
| TAX Compliance Certificate | Bidder to provide with the bid | |
| FNU Compliance | Bidder to provide with the bid | |
| Relevant Insurance Cover Certificates | Bidder to provide with the bid | |
| Years of experience | Bidder to mention | |
| Fastening Equipment | Bidder to provide his/her own fastening equipment | |
| PPE for the driver | Bidder to provide | |
| Vehicle Wheel Tax and Driver's License | Bidder to provide with the bid | |
| LTA Exemption for cartage of 15.5m and 17m Poles | To be provided with the bid or shall be obtained by the bidder upon the award of the tender | |
| 24/7 Availability | The services shall be available on a 24/7 basis when required during emergencies | |

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: _____

8. Submission of tenders

Bidders are requested to upload electronic copies via Tender Link by registering their interest at: <https://www.tenderlink.com/efl>

This is due to COVID 19 restrictions on movements. Therefore EFL will not accept any hard copy submission to be dropped in the tender box at EFL Head Office in Suva.

This tender closes at 4.00pm (1600hrs) on Wednesday 7th July, 2021.

For further information or clarification please contact our Supply Chain Office on phone **(+679) 3224360** or **(+679) 9992400** or email us on tenders@efl.com.fj

The bidders must ensure that their bid is inclusive of all Taxes payable under Fiji Income Tax Act.

The lowest bid will not necessarily be accepted as the successful bid.

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

Tender Submission via email or fax will not be accepted.