



Palau Public Utilities Corporation

REQUEST FOR PROPOSAL PUCW23-003 SUPPLY OF WATER METERS AND FITTINGS

Issued on : **December 12, 2022**
Close on : **January 13, 2023**
Request For Quotation No. (RFP No.) : **PUCW23-003**
Employer : **Palau Public Utilities Corporation (PPUC)**
PO Box 1372, Oldiais Building, Medalaii, Koror
Republic of Palau 96940
Country : **Republic of Palau**

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1. EXECUTIVE SUMMARY

Notice is hereby given that **Palau Public Utilities** will be soliciting **sealed proposals** from interested Suppliers to “**Supply of Water Meters and Fittings**”. Statement of Qualifications and Project Cost Proposals will be accepted until **4:00 P.M.** Palau time, on January 13, 2023. Sealed proposals will be accepted at the PPUC Main Office, 2nd Floor Oldiais Building – Medalaii, Koror Palau. If you have any inquiries, please contact Johanny Kurihara, Chief Procurement Officer at (680) 488-5320/3870 or e-mail to jkurihara@ppuc.com. Further details and information such as the scope of work, work duration, payment terms, contract clauses, and other relevant details relating to the RFP are provided below and in the following pages.

2. PREFACE

With the company’s goal in installing all water consumer connections with water meters, a metering installation program was instilled and currently on-going, this includes changing old and unreliable water meters. Water meters are vital to the system, it is one of the ways water distributors can monitor water supply and losses thus pave a way in water saving solutions by repair or other means.

In order to continue delivering service to its customers for new connections and metering programs, PPUC needs to replenish its inventory of water meters and fittings.

3. BACKGROUND

In order to monitor water consumption in the whole system and have a rate based on consumption for each residence and establishments it is essential to install water meters at each and every end user’s residence and establishments in the whole Republic of Palau.

June 6, 2013, the Palau Water and Sewer Corporation which managed the water and wastewater services of Palau, was dissolved and its operations merged with PPUC.

Currently, PPUC serves about 6,400 customers and bills about 5.5Million kWh and 60Million gallons of water per month. Our services cover Koror (the economic capital), Babeldaob and the three outlying island states. PPUC currently employs 250 employees and maintains two administrative offices, five power plants and several water/sewer stations.

The Republic of Palau comprises of 350 tropical islands and islets located in the western most part of Micronesia about 600 miles (960 kilometers) East of Mindanao, Philippines and some 800 miles (1,280 kilometers) southwest of Guam. Palau lies between 8°10’N/3°N Latitude and 132°45’/134°25’E Longitude. The main group of Palau Islands is dominated by the 150 square mile (390 square kilometers) island of Babeldaob—Palau’s largest land mass.

PPUC was created in 1994, the same year Palau gained independence as a sovereign nation. Since then, PPUC has been operating the national electric utility and the distribution facilities, which now covers about 47 linear miles of 34.5KV transmission and 114 linear miles of 13.8KV distribution lines.

4. SCOPE OF WORK

1. Materials supply as per specifications and quantities listed below.
2. Supplier should shoulder shipping cost and taxes.
3. Supplier should submit material sample of each items specified, data sheets, and specifications for approval. No approval means no finalization of sale and shipping.
4. Supplier should be responsible to all delays and damages that might occur of all shipped materials. Any damages during shipment and handling should be replaced immediately.
5. If possible, a supplier's representative should be present at PPUC-WWO warehouse upon the final delivery of materials. Inspection and counting will be directly done upon delivery and an approval from PPUC-WWO warehouse personnel should be obtained for the status and quantities of delivered materials. No final approval no billing policy.
6. Supplier should give a warranty for supplied materials, if any defects can be encountered during installation and operation that is not due to mishandling during installation, supplier should replace the defective water meter unit and fittings.

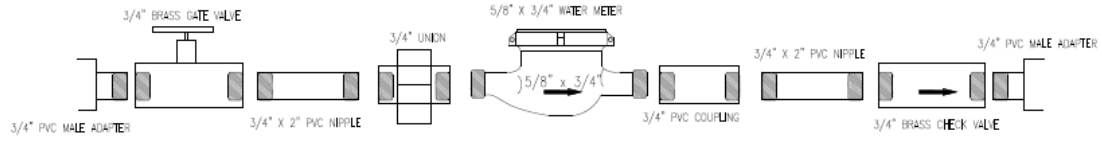
Material Specifications and Quantities:

Water Meter Including Fittings and Appurtenances

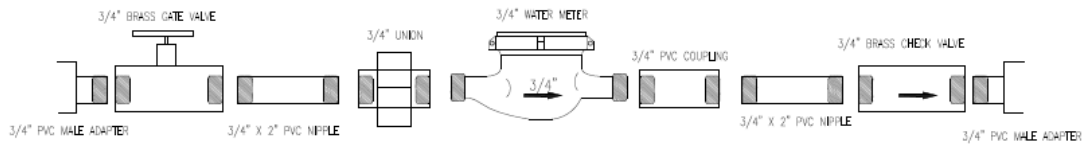
No.	Size/Item	Item Description/Specifications	Unit	Qty.
1	<i>5/8" X 3/4" Water Meter</i>	Direct read water meters with register in gallons.	Pcs	500
		For Potable water use and AWWA standard compliant.		
		Preferably full brass body or bronze or equivalent.		
		Operating pressure: 150 PSI Min. Connection, 3/4" male threaded (NPT).		
		Lead free.		
2	<i>3/4" Union (Threaded)</i>	PVC, Schedule 80 Dark Gray Color NPT Threads Comply with ASTM D 1785 and D 2467	Pcs	500
3	<i>3/4" Coupling (Threaded)</i>		Pcs	1,000
4	<i>3/4"x2" Nipple (Threaded)</i>		Pcs	1,000
5	<i>3/4" Male Adapter (Socket x Threaded)</i>		Pcs	500
6	<i>3/4" Gate Valve</i>	Brass or bronze construction or equivalent. Maximum PSI rating: 200 WOG or equivalent Connections/Threads: NPT (F) Lead free.	Pcs	500
7	<i>3/4" Check Valve</i>	Brass or bronze construction or equivalent. Maximum PSI rating: 400 WOG or equivalent Connections/Threads: NPT (F) Lead free.	Pcs	500

TYPICAL WATER METER ASSEMBLY

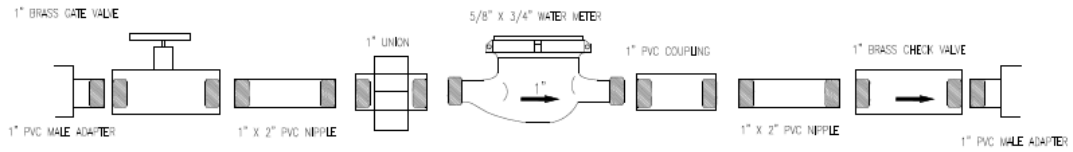
5/8" x 3/4" WATER METERS



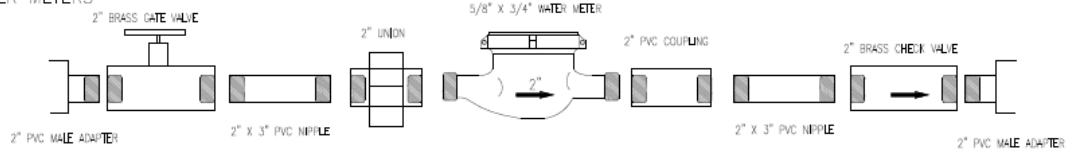
3/4" WATER METERS



1" WATER METER



2" WATER METERS



IV. PROPOSAL DETAILS:

To facilitate review of the proposals, the PPUC is asking each Offeror to submit its proposal(s) in conformance with the following:

The Statement of Qualifications/Cost Proposal (together) shall meet the following:

A. Format of proposals

1. A cover page with a table of contents
2. An executive summary page that identifies:
 - Pricing Concepts summary
 - Payment Term.
3. Corporate Bio and History of technical expertise.
 - Key personnel
 - Organizational Chart showing Personnel to be assign to the project.
4. Provide quality control procedures during transit, and product and services quality assurances during the duration of the contract.
5. Other Proposal features which are unique and will contribute to the overall value of the offer or proposal.

B. Proposal Addendums

1. Capability and Qualifications
 - Provide annual reports that contain performance data that demonstrate Offeror's ability to fulfill the terms of the proposal.
 - Provide Audited Financial Statements of the last three (3) years.
 - Provide evidence of experience providing similar services in the area or the Pacific Rim.
2. Reference list and contact information (a minimum of Five References).

In addition to the above and as part of the evaluation process, the Contracting Officer (CO) may require from the Offerors additional information in connection with any inquiry to determine responsibility. Failure to provide information may be a ground for determination of non-responsive. For the purposes of determining responsibility the Contracting Officer may request inspection of the plant or place of business of the bidder or offeror at a reasonable time, and the Contracting Officer may request the bidder or offeror to submit documents or other records for inspection. Failure to comply promptly with such requests shall be grounds for determination that the bidder or offeror has failed to meet the standards of responsibility and shall be disqualified from the selection.

C. Proposal Submission

The PPUC shall have the full right and authority to use any and all information contained in the RFP submittals for any other purpose it deems appropriate in its sole discretion, unless the offeror clearly specifies the information in the offeror's RFP which shall be used only for the limited purpose of evaluating the RFP, and so specifies in writing such information with the following statement: "This particular data/information furnished in connection with our proposal shall not be disclosed to any third party or for any such data to the extent provided in the contract or as ordered by the Court.

All responses to the RFP will be held by PPUC in strict confidence until the contract to the successful offeror has been executed, whereupon PPUC shall have ownership rights to all proposals received, as constrained.

5. OBTAINING RFP

Electronic copies of the RFP may be obtained by emailing the nominated Contact Officer below, or from the PPUC website www.ppuc.com. All prospective bidders are requested to provide their contact details (company name and website, contact person, email and telephone number) to ensure they receive any updates to the RFP.

PPUC will also issue hard copies of the RFP on request at Palau Public Utilities Corporation (PPUC), Oldiais Building, Medalaii, Koror PO Box 1372, Republic of Palau 96940.

Contact Officer:

The contact officer for this RFP is:

Ms. JOHANNY KURIHARA

Chief Procurement Officer

PPUC

Oldiais Building, Medalaii, Koror

PO Box 1372,

Republic of Palau 96940

Telephone No.: 680-488-3870/3872

E-mail Address: jkurihara@ppuc.com

6. SUBMISSION OF PROPOSALS

Interested Contractors may submit their sealed Proposal hardcopy to PPUC- Main Office, 2nd Floor, Oldiais Building, Medalaii, Koror, Palau 96940, or by email to the nominated Contact Officer. For inquiries regarding submission of quotations, please contact Ms. Kurihara as noted above.

7. PAYMENT TERMS

- A. Payment terms shall be determined as follows:
 - a. After evaluation per proposal
 - b. After negotiations with the winning offeror.
 - c. All payments shall be made after receipt of original invoice from contractor for each work phase, certified by a duly authorized PPUC representative

8. EVALUATION AND SELECTION PROCESS

All proposals received shall be evaluated by a specially convened committee. The following criteria (NOT Necessarily in Order) will be used to evaluate proposals:

- 1. **Technical:** **60%**
 - Proposed Project Time-Frame
 - Compliance with specifications stated in this RFP
 - Part quality and authenticity assurance certificates.
 - Proposal compliance with all RFP requirements as stated in this document.
 - Other details including but not limited to added-value packages and warranty provisions
- 2. **Financial:** **40%**
 - Cost Proposal

Selections will be made and announced within 45 days after Bid Closing Date.

9. GENERAL CONDITIONS

- A. Suppliers are required to submit their proposals based upon the conditions expressed in these instructions
 - i. **Assignment of Contract:** The contract shall not be assigned to any party without prior written consent from PPUC.
 - ii. **RFP Modification:** This RFP does not commit PPUC to award a contract, to pay any costs incurred in the preparation of the proposal under this request, or to procure or contract for services. PPUC also reserves the right to accept or reject any or all proposals received under this request, to negotiate with qualified Bidder, or to cancel in whole or in part this RFP, if it is in the best interest of PPUC to do so. Prospective Bidder under this RFP may be required to participate in negotiations and to submit any price, or technical revisions to their proposals as may result from the negotiation process.
 - iii. guarantees satisfactory completion of a project. The performance and payment bonds shall be in an amount equal to the total price specified in the contract. *(to be determined by PPUC)*
 - iv. **Transfer of property:** All proposals shall become PPUC property.
 - v. **Conformity:** The PPUC procurement regulations shall apply to all proposals and winning contractor shall be bound by them.

- vi. **Bid Bond:** Each project cost proposal must be accompanied by a certified check, cashier's check or proposal bond made payable to PPUC, in the sum of 10% of the aggregate cost of the proposal; such guarantee to be forfeited should the offeror to whom the work is awarded fail to execute and deliver contract and for the payment of all persons performing labour or furnishing materials in connection therewith, and in all other respects perform the agreement created by the PPUC's acceptance of said proposal.
- vii. **Submission of the Proposal:**
 - 1. A cover page with a table of contents
 - 2. An executive summary page that summarizes the corporate history, contractor's ability to satisfy the requirements of this RFP, project cost and a synopsis of salient details required in this RFP.
 - 3. The proposals shall be sealed in a package and should include:
 - a. The Contractors information (i.e., Name, Address, and Contact) on the outside package
 - b. The RFP# on the outside of the package that should be submitted NO LATER THAN 4:00 PM of CLOSING DATE-Palau Time.
[Note: The RFP # should be in big fonts.]
 - c. The sealed package should include the One (1) *original plus Five (5) copies* and One (1) USB Soft Copy of the proposal.
- viii. **Inquiries:** Any inquiries, requests, clarification, or additional information pertaining to this RFP shall be made in writing, by email or fax through the contacts provided

10.CONTRACT CLAUSES

A. All contracts shall, at a minimum, contain the following clauses:

- | | |
|--|--------------------------|
| 1. Governing Regulations | 13. Commencement of Work |
| 2. Penalties for Violation of Regulations | 14. Liquidated Damages |
| 3. Contract Disputes | 15. Schedule |
| 4. Gratuities | 16. Clear Title |
| 5. Kickbacks | 17. Taxes |
| 6. Representation of Contractor Concerning Contingent Fees | 18. Force Majeure |
| 7. Changes | 19. Relationship |
| 8. Stop Work Order | 20. Entire Agreement |
| 9. Termination for Defaults or Convenience | 21. Assignment |
| 10. Approvals, Certificates, Permits and Licenses | 22. Subcontract |
| 11. Laws and Regulations | 23. Contracting Officer |
| 12. PPUC's right to inspect | |

11. CONTACT DETAILS

<p>Dave Dengokl PPUC-Water Operations Manager PPUC-WO Malakal Office Compound Tel: (680) 488-8760 Email: dave@ppuc.com</p>	<p>Sofronio "Pons" Mahor PPUC WO Civil Engineer Tel: (680) 488-8760 Email: ponz@ppuc.com</p>
<p>Donna J.M. Titiml PPUC-WO Administrative Officer Tel: (680) 488-8790 Email: donna@ppuc.com</p>	<p>Johanny Kurihara PPUC Contracting Officer PPUC Procurement Division Tel: (680) 488-5320 Fax: (680) 488-4499 Email: jkurihara@ppuc.com</p>

APPENDIX 1- BID FORM

Letter of Quotation

Date: _____/_____/_____

RFP No.: **RFP-PUCW23-003**

Supply of Water Meter and Fittings

To: **The Chief Executive Officer
Palau Public Utilities Corporation**

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the RFP, including Addenda issued in accordance (if any);
- (b) The price of our Bid, excluding any discounts offered in item (d) below is the sum of: *[amount of local currency in words], [amount in figures]*
- (c) Our bid shall be valid for a period of days from the date fixed for the bid submission deadline in accordance with the RFP, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (d) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- (e) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive; and
- (f) We accept full responsibility for the health and safety of persons employed by us in completing the works under this Quotation.

Name

In the capacity of

Signed

Duly authorized to sign the Bid for and on behalf of

Date

Appendix 2: Schedules of Rates and Prices

Price Schedules

General

1. The Request for Proposal will be a Lump Sum Quotation for completion of all specified works.
2. The Schedules generally describe the works to be performed. Bidders shall be deemed to have read the RFP and visited the sites to ascertain the full scope of the requirements prior to filling in the price. The entered price shall be deemed to cover the full scope as aforesaid, including overheads and profit.
3. If bidders are unclear or uncertain as to any item, they shall seek clarification in writing prior to submitting their bid.

Pricing

4. Prices shall be entered in indelible ink, and any alterations necessary due to errors, etc., shall be initialled by the Bidder.
5. Bid prices shall be quoted in United States Dollars, in the manner indicated in the Bid Form of the RFP. For each item, bidders shall complete each appropriate column in the respective Schedules, giving the price breakdown as indicated in the Schedules.
6. Payments will be made to the Contractor in United States Dollars.
7. When requested by the Employer for the purposes of making payments or partial payments, valuing variations or evaluating claims, or for such other purposes as the Employer may reasonably require, the Contractor shall provide the Employer with a breakdown of any composite or lump sum items included in the Schedules.

Item No.	Description	Unit	Qty.	Unit cost (Incl. Taxes and Duties)	Cost
1	<i>5/8" x 3/4" Water Meter</i>	Pcs	500		
2	3/4" Union (Threaded)	Pcs	500		
3	3/4" Coupling (Threaded)	Pcs	1,000		
4	3/4"x2" Nipple (Threaded)	Pcs	1,000		
5	3/4" Male Adapter (Socket x Threaded)	Pcs	500		
6	3/4" Male Adapter (Socket x Threaded)	Pcs	500		
7	3/4" Gate Valve	Pcs	500		
8	<i>3/4" Check Valve</i>	Pcs	500		
9	<i>Meter Housing (12" x 16.5")</i>	Pcs	500		
				TOTAL	

Name of Bidder _____

Signature of Bidder _____