

ENERGY FIJI LIMITED

TENDER DOCUMENT

MR - 03/2024

SCHEME: SR29/23, SR29/23B & SR29/23C

RELOCATION OF EXISTING SERVICE MAINS

ALONG 132KV VIRARA

– KORONUBU STAGES 1, 2 & 3

Table of Contents

1. General Scope of Tender	1
1.1 Eligible Bidders.....	1
1.2 Qualification of the Bidder.....	1
1.3 Cost of Bidding	2
1.4 Mandatory Site Visit.....	2
1.5 Submission of Bids	2
1.6 Deadline for Submission of Bids	3
1.7 Late Bids.....	3
1.8 Modification and Withdrawal of Bids	3
1.9 Employer's Right to accept any Bid and to reject any or all Bids.....	3
1.10 Notification of Award.....	3
1.11 Signing of Contract Agreement.....	4
1.12 Corrupt or Fraudulent Practices	4
2. Technical Specifications	5
2.1 General Description	5
3. Payment terms & Requirements	6
4. Tender Submission Details	7
5. Tender Evaluation Criteria	8
List of Customers for Relocation of Existing Service Mains	9
SCHEDULE 1: TENDER FORM (EFL MR 03/2024)	10
SCHEDULE 2: LIST OF PERSONNEL ENGAGED IN RELOCATION PROJECT	11
SCHEDULE 3: COMPLIANCE CHECKLIST	12
SCHEDULE 4: SCHEDULE OF PRICES	13
SCHEDULE 5: HSE ANALYSIS & PLAN	15

1. *General Scope of Tender*

Energy Fiji Limited (hereinafter referred to as "the Employer"), wishes to receive bids from valid licensed electrical contractors relocation of existing service mains along 132KV Virara Scheme SR29/23, SR29/23B & SR29/23C Koronubu, Ba Stages 1, 2 & 3. Bidders are required to supply and install appropriate materials for the relocation of existing service mains from overhead to underground cabling using standard requirements as per the AS/NZS 3000: 2018 Wiring Rules.

A total of Thirty One domestic customers (refer Appendix 1 for list), are associated with this re-location of existing service mains along 132KV Virara (Scheme SR29/23, SR29/23B & SR29/23C Koronubu, Ba Stages 1, 2 & 3) are covered in this tender. **Domestic consumer mains wiring to be complied with AS/NZS 3000:2018 standards**

Due to the nature of the work required, it is strongly recommended that a proper assessment of each individual household be carried out to ascertain the correct volume of work that is necessary.

For the purpose of supervising the contract on behalf of the EFL, references in the General Conditions shall include the Manager Technical Services or his/her designated officer. The Project Manager shall be the Manager Technical Services and the Project Supervisor shall be the Project Technicians.

Instructions to Bidders

1.1 Eligible Bidders

- Bidders shall submit a copy of valid Electrical contracting license and electrical wireman's license for staff that will be involved in the work.
- Bidders with sound financial background and with successful record in past house wiring records.
- Bidders shall provide such evidence of their continued eligibility satisfactory to the Employer as the Employer shall reasonably request.
- Bidders shall not be under a declaration of ineligibility for corrupt or fraudulent.

1.2 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 fulfill the contract.

"Qualified Electrician" – The successful bidder (Electrical Contractor) shall ensure that the Project Team comprises a minimum of three (3) personnel, at least one of whom shall be a registered Electrician with valid Wireman's License. The remaining team members shall comprise of Junior Electricians and Labourers working on the project on a full time basis.

Records of these personnel shall be submitted with the bid. **It is the responsibility of the electrical contractor to ensure that names of all workmen is also registered with EFL Regulatory Licensing Department.**

Contractors unable to submit sufficient evidence that they meet this key requirement shall not be considered.

The successful bidder/contractor shall make its own arrangement for ordering, collection of the materials and delivery to the site.

1.3 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.

All costs pertaining to the first inspections of each of the 3 stages described in the Payment Schedule, will be catered for by EFL.

All costs relating to subsequent inspection as a result of incomplete and / or defective work (because of the contractor contravening or deviating from the main contract or the specifications stated within the tender document) will be borne by the contractor. This will be deducted from the overall contract price. It should be noted that apart from the above; EFL will undertake its own inspection of all works as per the requirements of the Electricity Act. All costs that shall arise as part of the EFL inspection will be the contractor's responsibility to pay.

1.4 Mandatory Site Visit

Bidders are to attend the mandatory site visit and familiarize themselves with the worksite and scope of work. This site visits will be organized by EFL. All cost to the site visit are to be borne by the bidder.

1.5 Submission of Bids

Bids are to be submitted to EFL via the TENDER LINK Electronic Tender Box.

No hard copy of the submission will be accepted.

The submission shall be addressed to

Mr. Jitendra Reddy

Manager Procurement, Inventories and Supply Chain

Supply Chain Office,

2 Marlow Street,

Suva

And bear the following identification:

MR 03/2024

Re-location of existing service mains along 132KV Virara - Koronubu, Ba

(Scheme SR29/23, SR29/23B & SR29/23C Stages 1, 2 & 3)

1.6 Deadline for Submission of Bids

Bids must be received by the Employer at the address specified above no later than 1600 hours (Fiji Time) **(31/ 01/ 2024)**.

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.

1.7 Late Bids

Any bid received by the Employer after the deadline for submission of bids prescribed will be rejected.

1.8 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.

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

1.9 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.

1.10 Notification of Award

Prior to expiration of the period of bid validity prescribed by the Employer, the Employer will notify the successful bidder by 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, and completion 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 an acceptance letter, the Employer will promptly notify the other bidders that their bids have been unsuccessful.

1.11 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.

1.12 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) 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.

2. Technical Specifications

2.1 General Description

A strict adherence to the specifications provided in this document need not be over-emphasized; and as such all contractors are advised to strictly observe the requirements provided in this document either technical or otherwise.

Should any of the requirements contravene the Standards AS/NZ 3000:2018 a query should be lodged with the Energy Fiji Limited or its representative(s).

Contractors are to ensure that the following PPE as table below in Table 1 shall be provided to ALL of its workers, and this list is to be submitted as part of the Electrical Contractor's Bid.

Table 1: PPE to be provided to all workers

Personal Protective Equipment Schedule							
No.	Name of Personnel	Hard Hat	Safety Glass	Safety Boot	Gum Boot	Working Gloves	Reflective Vest

GENERAL MATERIALS REQUIRED:

ALL MATERIALS USED ARE TO BE IN COMPLIANCE OF EFL AND FRA STANDARDS.

Bidders are to ensure that the above Schedule is included as part of their bid. Failure to provide documentation for the above will disqualify the bid.

OTHER IMPORTANT NOTES & INSTRUCTIONS:

- Any intermediate pole should be erected at maximum 40 meters apart with a pole cap where the aerial mains from the grid to the entry box is more than 40 meters.
- The minimum ground clearance to be 4.6 meters for area used by vehicles, 3 meters for areas not used by vehicles (Note: service mains are prohibited from crossing other customers roof or

structure). A raiser may be used to achieve clearance provided it is earthed. The cross sectional area of the MEN should not be less than that of the main neutral conductor.

- The conduits are to be glued at the joints. The earth joints at the switchboard are to be soldered.
- Quality corrosion resistant screws and nuts (such as brass screws) shall be used in the installation
- Adequate mechanical protection should be reinforced where the conductors pass through a structural member/open drains, driveways or roads.

3. Payment terms & Requirements

Bidders must be acceptable to and comply with EFL's payment schedule as shown in **Table 4**. Progressive Payments for each project portion undertaken will be made in the following manner upon completion of relevant tasks.

Table 2: Payment Schedule

Task to be completed	Payment
<p><u>Signing of contract</u> Signing of Contract with EFL – Advance payment of 10% of payment to be paid to the Contractor upon the receipt of 10% Performance Guarantee or Bank Guarantee prior to signing. Personal cheques will not be accepted- if unable to provide bank guarantee, this 10% will only be paid once contractor has mobilized on site, and commenced wiring as vetted by project technician(s)</p>	10%
<p><u>PHASE 1: Upon Completion of wiring of 40% of Installations</u> Prior Civil and Electrical Works; (1) Trenching; (2) Ducting/ Conduiting; (3) Installation of intermediate Poles/ Mechanical Protections and marker tapes and all Civil works pertaining to reconnection of consumer mains as per EFL and FRA Standards (4) Sand bedding – provided by EFL (5) Backfilling For customers with existing wiring, all checks to be made to ensure all of the above is up to standard and good working condition</p>	30%
<p><u>PHASE 2: Upon Completion of wiring of 100% of Installations :</u> Final Electrical Works; (1) Lead-In Overhead or Underground Cables from EFL Supply</p>	40%

(2) Termination of cables in Meter boxes and all electrical works pertaining to reconnection of consumer mains as per EFL and FRA Standards.	
<p><u>PHASE 3 Tender Specifications Compliance</u></p> <p>This is paid to contractors after EFL Inspectors/ Project Technicians have:</p> <ol style="list-style-type: none"> 1) carried out the final inspection of the project; 2) ascertained that the entire project has been completed and wired up to AS/NZS 3000:2018 standards and EFL best practice; 3) Confirmed that the brands / qualities of materials used are as specified in the tender document. 4) lodgment of Permit Application Documents & Requirements for all three (3) customers associated with this scheme 	10%
Retention / Defect Liability Period (6 months) following successful inspection & connection - with no defects or failure of materials due to workmanship or quality of work	10%

LPO shall be given out by EFL to the successful contractor at the beginning of each phase.

Each task mentioned above shall be vetted by EFL staff (Inspector/Project Technician) upon Progress Inspection before payment is endorsed.

Once EFL endorsement is provided, bidder may then provide the invoice, and payment will be made as per EFL current payment policies and procedures (generally within 14 days of invoice).

The invoice shall be accompanied by a copy of the latest project status report from the Contractor. Payment shall not be processed unless the invoice is submitted together with the Contractor's Project Status Report.

4. Tender Submission Details

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

EFL will not accept any hard copy submission.

This tender closes at 4.00pm (1600hrs) on (31/01/2024)

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.

All 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**.

Any request for the extension of the closing date must be addressed to EFL in writing three (3) working days prior to the tender closing date.

Tender Submission via email or fax will not be accepted.

ALL BIDDERS MUST FILL IN THE MANDATORY TENDER SUBMISSION FORMS SCHEDULE 1 TO 5 AND PROVIDE ALL RELEVANT DOCUMENTS (AS STATED IN THE FORMS/CHECKLIST) AS PART OF THEIR TENDER SUBMISSION.

5. Tender Evaluation Criteria

All bids will go through a normal tender evaluation process as per EFL's Tender Policy and Procedures.

The successful bidder will be advised of the outcome after completion of the Tender evaluation process, through which they may enter into a short-term agreement during award to delivery process.

The evaluation of the tender submissions will be weighted as per Table 3.

Table 3: Tender Evaluation Criteria

No.	Components	Weighting (%)
1	Clarity of Bid & Tender Submission Forms & Schedules	30 %
2	Timeline for Completion	30 %
3	Quality of Products Used for Wiring	40 %

List of Customers for Relocation of Existing Service Mains

List of Customers for relocation of existing service mains along 132kV Virara to Koronubu line Scheme;
"SR29/23", "SR29/23B" & "SR29/23C" Koronubu, Ba Stages 1, 2 & 3.

- **Stage 1 - SR29/23**

1. Customer 1 – Mahesh Chand; Meter #: 32200349762
2. Customer 2 – Chandar Prakash; Meter #: 32300642793
3. Customer 3 – Parmod Chand; Meter #: 2624667010
4. Customer 4 – Ritesh Kumar; Meter #: 32300642637
5. Customer 4A – Hari Shankar; Meter #: 32300645143
6. Customer 5 – Sachin Kumar; Meter #: 32300642611
7. Customer 6 – Lolita Devi; Meter #: 32300645143
8. Customer 7 – Ritesh Sharma; Meter #: 32300637884
9. Customer 8 – Ranit Kumar/ Chandar Saras; Meter #: 32300636167/32300639047
10. Customer 9 – D Chand; Meter #: 115750

- **Stage 2 - SR29/23B**

1. Customer 1 – Birend Prasad; Meter #: 32300645440
2. Customer 2 – Amit Chand (Prem); Meter #: 3230149852
3. Customer 3 – Janardhan Chetty; Meter #: 32300645341
4. Customer 4 – Deepak Rohitesh Prasad; Meter #: 32300643538
5. Customer 5 – Dev Anand; Meter #: 3230062862
6. Customer 6 – Saraswati; Meter #: 32300641365
7. Customer 7 – Maheshwar Mani; Meter #: 32300641415
8. Customer 8 – Melvish Swami; Meter #: 32300641407
9. Customer 9 – Sam Kumaran; Meter #: 32300628644
10. Customer 10 – Meter #: 113263
11. Customer 11 – To be Confirmed On Site
12. Customer 12 – Rajen Naicker; Meter #: 32300646018
13. Customer 13 – Prakash Chand; Meter #: 3230064059
14. Customer 14 – Rajinesh Prasad; Meter #: 323006945275
15. Customer 15 – Sunil Prasad; Meter #: 32300645297
16. Customer 16 – Sunil Kumar; Meter #: 32300645286
17. Customer 16 – Suni Sudesh & Shavinal Deo; Meter #: 32300649129
18. Customer 16 – Mahendra Kumar; Meter #: 32300649053
19. Customer 16 – Mohammed Ghani; Meter #: 32300628446/32300628495
20. Customer 16 – Kulsum Bi; Meter #: 32300645622
21. Customer 16 – Lachman/Karnesh Kamal Raju; Meter #: 32300649111/32300645309

- **Stage 3 - SR29/23C**

1. Customer 1 – Epeli Dude; Meter #: 323033094254



SCHEDULE 1: TENDER FORM (EFL MR 03/2024)

The following information has to be filled by the bidder and submitted with Tender Documents:

1. Company/Contractor's Name: _____
2. Contracting License Number: _____
3. Director/Owner(s): _____
4. Postal Address: _____
5. Email Address: _____
6. Phone Number: _____
7. Fax Number: _____
8. Office Location: _____
9. Facsimile & Skype: _____
10. Web Address: _____
11. TIN Number: _____
12. Company Registration Number: _____
13. FNPF Employer Registration Number : _____
14. Number of Branches & locations: _____
15. Years of Experience in House Wiring: _____

I hereby, declare that all the above information is correct.

Signature: _____
Name: _____
Position: _____
Date: _____

Contractor Name/Stamp



SCHEDULE 2: LIST OF PERSONNEL ENGAGED IN RELOCATION PROJECT

Employee Full Name	Position	Wireman's License Number	TIN Number	FNPF Number

Contractor Name/Stamp

SCHEDULE 3: COMPLIANCE CHECKLIST

Compliance - The following documents are to be provided with the tender bid:

No.		Check (✓)
1	Tax Compliance Certificate from FRCS	
2	Business Registration details	
3	FNPF Compliance Certificate	
4	Project Team Composition of the team executing the works, including photo IDs, qualification of personnel	
5	List of projects carried out	
6	Insurance cover details – <ul style="list-style-type: none"> • Public Liability, • Workers Compensation • Contractor’s all risk 	
7	FNU Compliance Certificate	
8	HSE form	

Contractor Name/Stamp

SCHEDULE 4: SCHEDULE OF PRICES

Recommended brands are highlighted in each description.

Firm Costing

Note: For customers with existing power supply, include pricing for diversion of service mains together with checking and ensuring electrical wiring compliance.

The total Contract sum for of the works shall be \$ _____ **VIP.**

PART 1: PRICE SCHEDULE FOR RELOCATION OF SERVICE MAINS			
Stage 1 - SR29/23			
No.	Customer Name	Scope Of Works	Total Cost
1	Mahesh Chand; Meter #: 32200349762	Alteration of Service Mains Feeding from Pole 4	
2	Chandar Prakash; Meter #: 32300642793	Alteration of Service Mains Feeding from Pole 4	
3	Parmod Chand; Meter #: 2624667010	Alteration of Service Mains Feeding from Pole 4	
4	Ritesh Kumar; Meter #: 32300642637	Alteration of Service Mains Feeding from PB1	
4A	Hari Shankar; Meter #: 32300645143	Alteration of Service Mains Feeding from PB1	
5	Sachin Kumar; Meter #: 32300642611	Alteration of Service Mains Feeding from PB1	
6	Lolita Devi; Meter #: 32300645143	Alteration of Service Mains Feeding from PB1	
7	Ritesh Sharma; Meter #: 32300637884	Alteration of Service Mains Feeding from PB2	
8	Ranit Kumar/ Chandar Saras; Meter #: 32300636167/32300639047	Alteration of Service Mains Feeding from PB2	
9	D Chand; Meter #: 115750	Alteration of Service Mains Feeding from Pole 4	
10	Birend Prasad; Meter #: 32300645440	Alteration of Service Mains Feeding from PB1	
Stage 2 - SR29/23B			

No.	Customer Name	Scope Of Works	Total Cost
1	Birend Prasad; Meter #: 32300645440		
2	Amit Chand (Prem); Meter #: 3230149852	Alteration of Service Mains Feeding from PB1	
3	Janardhan Chetty; Meter #: 32300645341	Alteration of Service Mains Feeding from PB1	
4	Deepak Rohitesh Prasad; Meter #: 32300643538	Alteration of Service Mains Feeding from PB1	
5	Dev Anand; Meter #: 3230062862	Alteration of Service Mains Feeding from PB2	
6	Saraswati; Meter #: 32300641365	Alteration of Service Mains Feeding from PB2	
7	Maheshwar Mani; Meter #: 32300641415	Alteration of Service Mains Feeding from PB2	
8	Melvish Swami; Meter #: 32300641407	Alteration of Service Mains Feeding from PB2	
9	Sam Kumaran; Meter #: 32300628644	Alteration of Service Mains Feeding from T2225	
10	Meter #: 113263	Alteration of Service Mains Feeding from PB3	
11	To be Confirmed On Site for New EFL S/S	Alteration of Service Mains Feeding from PB4	
12	Rajen Naicker; Meter #: 32300646018	Alteration of Service Mains Feeding from PB5	
13	Prakash Chand; Meter #: 3230064059	Alteration of Service Mains Feeding from PB6	
14	Rajinesh Prasad; Meter #: 323006945275	Alteration of Service Mains Feeding from PB6	
15	Sunil Prasad; Meter #: 32300645297	Alteration of Service Mains Feeding from PB7	
16	Sunil Kumar; Meter #: 32300645286	Alteration of Service Mains Feeding from PB7	
17	Suni Sudesh & Shavinal Deo; Meter #: 32300649129	Alteration of Service Mains Feeding from PB9	
18	Mahendra Kumar; Meter #: 32300649053	Alteration of Service Mains Feeding from PB9	

19	Mohammed Ghani; Meter#: 32300628446/32300628495	Alteration of Service Mains Feeding from PB10	
20	Kulsum Bi; Meter #: 32300645622	Alteration of Service Mains Feeding from PB10	
21	Lachman/ Karnesh Kamal Raju; Meter #: 32300649111/ 32300645309	Alteration of Service Mains Feeding from PB10	
Stage 3 - SR29/23C			
No.	Customer Name	Scope Of Works	Total Cost
21	Epeli Dude; Meter #: 323033094254	Alteration of Service Mains Feeding from T2583	
Subtotal (Part 1)			
Part 2: Other Costs			
Mobilization Cost to Site			
Demobilization Cost from Site			
Subtotal (Part 2)			
Grand Total (Part 1 & 2)			

SCHEDULE 5: HSE ANALYSIS & PLAN

All bidders must provide a Safety Plan on how they will manage associated risks during the Service Mains Relocation Project

Note: separate sheets may be attached wherever necessary.



TENDER CHECKLIST

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

Tender Number _____

Tender Name _____

1. Full Company / Business 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 (Mandatory)

9. FNPf Employer Registration Number: _____ **(For Local Bidders only) (Mandatory)**

10. **Provide a copy of Valid FNPf Compliance Certificate (Mandatory- Local Bidders only)**

11. **Provide a copy of Valid FRCS (Tax) Compliance Certificate (Mandatory Local Bidders only)**

12. **Provide a copy of Valid FNU Compliance Certificate (Mandatory Local Bidders only)**

13. Contact Person: _____

I declare that all the above information is correct.

Name: _____

Position: _____

Sign: _____

Date: _____

Tender submission

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

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 4:00 p.m (1600hrs Fiji time) on Wednesday 31st January, 2024.

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. Bidders are to clearly state the percentage of VAT that is applicable to the bid prices.

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.

Any request for the extension of the closing date must be addressed to EFL in writing three (3) working days prior to the tender closing date.

Tender Submission via email or fax will not be accepted.