

TENDER NO – MR 213/2025

**TRENCHING, UNDERGROUND CABLE
INSTALLATION AND REINSTATEMENT WORKS
FOR INCREASED DEMAND FOR YATU LAU
BUILDING AT LOT 1, DP10103, STRUAN ST,
SUVA**

SCHEME NUMBER: G107-24

Notes:

1. Bidders to provide 2 hardcopies of tender bid or electronic submission via Tender Link.
2. Company Safety Plan to be included in tender bid, and will be part of evaluation.
3. Cable Jointer Certificate to be included in tender bid.
4. Safety Report for 2023, 2024 to be submitted with tender.
5. All ducting work shall be carried out BEFORE trenching along grass verge etc.
6. Contractor shall provide photo ID of all employees who will be working on the project, clearly indicating their Employment/FNPF number and Job Description. A tabulated list of the same shall be provided.

The installation of the cable shall be carried out under direct EFL supervision. All work requiring EFL supervision shall be started and completed during normal working hours of EFL.

Note: it is **mandatory** for a certified cable jointer to be part of the team carrying out works. Failure to have a cable jointer in the team may render the bid non-compliant.

HSE REQUIREMENTS

The following documents are to be submitted with the Tender:

- 1). **Contractor HSE Specification** – it contains 10 clauses which contains the overall HSE requirements and the contractor needs to agree to this.
- 2). **Contractor HSE Plan** (Document HSE41C04) – The contractor shall fill in each part of the Plan.
- 3). The Contractor will list down all the plants and equipment to be used in the **Plant & Equipment Register** as well as chemicals in the **Chemical register**.
- 4). The **JSA & Risk Assessment** form will require the contractor to identify hazards which may not have been adequately addressed in EFL's existing procedures and outline proposed controls.
- 5). The Contractor must provide a list of all **Tools, Equipment and Machinery** available with them that will be utilized for this project.

A. FIRST SCHEDULE

SPECIAL CONDITIONS OF CONTRACT

- The works shall comprise the installation of cable as per attached Drawing No. **A3 09 N48 478**

Work Scope

Part	Scope
1	Saw cutting and trenching
2	Transportation and laying of cable
3	Sand, slab and backfill

Part	EFL Scope of work	
1.0	Saw Cutting and Trenching	Trenching Route
1.1	Carry out HV Trenching works to expose existing HV cable at Joint Pit 'A'	As shown in the construction Drawing A3-09-N48-478. Approx. Route length = 14m
2.0	Transportation and Laying of Cable	Cable Route
2.1	Lay new 2 x 3C 240mm ² XLPE 11kV Cable from the Proposed Pad-mounted Transformer to Joint Pit 'A' at Robertson road	As shown in the construction Drawing A3-09-N48-478. Approx. Route length = 70m
3.0	Sand, Slab and Backfill	
3.1	Backfilling of all trenches must be as per EFL standards and carried out under EFL supervision which is inclusive of sand bedding, cable cover, base course (AP60 & AP40) and Hep tape	As per site visit. Refer attachment labelled: 'Standard EFL Trench Detail (Signed Drawing)'. Approx. Route length = 14m

Note:

- 150mm HD-PVC Conduits per HV and LV cable will need to be laid across the road crossing and drive ways.
- Route comprises sealed road, Concrete driveways, foot path and grass verge.
- Sub-seal comprise soapstone and services.
- Trenching near power poles to be carried out without affecting power pole base at least 1.8m away from pole base.
- All cabling works (trenching, reinstatement and cable laying) included where reinstatement also includes concrete reinstatement.
- All concrete reinstatement and tarseal (if applicable) materials to be provided by bidder.
- Joint Pit trenching/formation to be part of scope of bidder/contractor.
- Where ever there is other utility crossing either above or below new HV cable, the HV cable in that section will be in HD-PVC 150mm conduits. This also applies to HV cable directly under pillar-box and LV cables or LV pits.
- Fill the existing cable trench with high strength concrete mix (30Mpa NZS 3104 with Minimum particle of 20mm) and re-enforcing. Re-bar has to be installed to the Fiji Building Regulations to

insure a strong, secure, sturdy and long lasting foundation.

10. The contractor shall warranty all materials and workmanship for a period of 6 Months from the date of acceptance by the contracting officer or his representative. Should any defects develop, the contractor shall respond within 48 hours and begin repairs of defects.

Please enter prices in FJD (VIP) in the table below;

Items	Amount \$ (VIP)
Saw Cutting and Trenching	
Transportation and Laying of Cable	
Sand, Slab and Backfill and warning tape installation	
Total	

- a) Payable in a single lump sum upon final completion of the works; or
b) payable at the completion of each stage as follows :
- 30% upon completion of phase 1,
 - 30% upon completion of phase 2,
 - 30% upon completion of phase 3,
 - 10% retention fund.
3. (Refer clauses 5, 18, 19, 21 and 22)
- (a) Latest date for commencement of the works: 3 day from issue of LPO
(b) Date of completion of Phase 1 : 30 days from issue of LPO
(c) Date of completion of Phase 2 : 45 days from issue of LPO
(d) Date of completion of Phase 3 : 80 days from issue of LPO
(e) Date of practical completion of the works. : 90 days from issue of LPO
(f) Date for final completion of the works : 100 days from issue of LPO
4. For the purpose of supervising the contract on behalf of the Authority, references in the General Conditions to the Authority shall include the Manager Distribution Central or his designated officer. The Project Manager, Project Engineer and Project Supervisor shall be the Construction Coordinator Central.
5. Insurance (refer clause 14)
- (a) Contractor's risk \$500,000.
(b) Public Liability \$500,000.
(c) FNU Compliance
6. Liquidated and ascertained damages (refer clause 20):
\$200 per day.
7. Defects Liability period (refer clause 21): 6 months
8. Retention Fund (refer clause 24)
(a) Limit of retention fund : 10% of contract sum

(b) Nature of retention fund	:	cash
(c) Release of retention fund:		Subject to no pending defect, and as per EFL Finance Policy.

A. SECOND SCHEDULE

1.0 General

Trenching, Underground Cable installation and reinstatement Works for increased demand for Yatu Lau Building At Lot 1, DP10103, Struan St, Suva as per drawing number A3 09 N48 478

2.0 Scope of Work

Work involved in this contract is broadly classified into three phases:

- Phase 1. Saw Cutting and Trenching
- Phase 2. Transportation and Laying of Cable
- Phase 3. Sand, Slab and Backfill

Saw Cutting and Trenching

The first phase comprises of the following works:

- All the work of these phase must be as per the specifications given in the drawing and it shall conform to all aspects of the standards outlined in the "Standard Overhead Line Design and Construction Manual" a guideline set by EFL.

This work shall be carried out in compliance with EFL and FRA (Fiji Roads Authority) guidelines, standards and procedures. (FRA compliance certification must be provided with the bid for materials used and reinstatement works carried out)

Transportation and Laying of Cable

- Cable Laying to be carried out under direct supervision of EFL personnel. Sand bedding to be done prior to installation of cable.

Sand, Slab, and Backfill

- Apply suitable layer of sand bedding (to be supervised by EFL).
- Backfill sand on top of cable to height specified by EFL site supervisor (minimum as per EFL standard).
- Installation of slabs and danger/warning tape. (To be supervised by EFL).
- Carry out concrete reinstatement of any footpath or driveway damaged, removed or cut for cable trenching and installation purpose.

This phase shall be completed once the cable has been tested healthy by EFL Technicians. In the event that the cable fails to pass the test, the Contractor shall be required to pay all costs associated with the location and repair of the damage/fault.

The following materials (cable, Hep tape, danger/warning tape) are to be transported to work site by the contractor and will be supplied by EFL.

The contractor is responsible for ensuring that all unused excavated soil is cleared off the site at the earliest and these materials shall not be used for backfilling of the trenches.

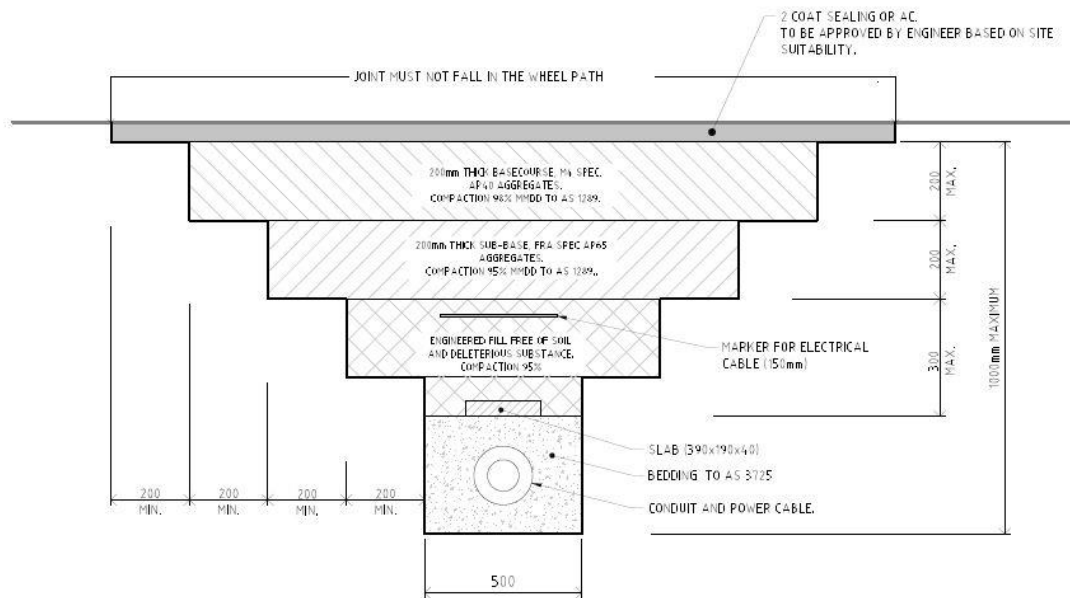
Fine sand from Sigatoka (as per EFL standard) and Base coarse (AP40 & AP60) shall be provided by EFL and the Bidder shall arrange transportation of these material from EFL's Kinoya Depot to Project Site. Concrete reinstatement (and tarseal/asphalt if required) items shall be provided and transported to site by the bidder.

All backfill material is to be AP65/AP40 to the finished surface level, compacted in layers not exceeding 200 mm thickness, and compacted to 98%. Contractor is to ensure that all testing is undertaken by a FRA approved laboratory.

Contractor is to ensure footpath damages as a result of works on site must be reinstated from construction joints to joints/ whole slab reinstatement. Partial/section reinstatement of footpaths is not allowed.

Contractor must undertake NDM testing for the compacted base for the footpath before concrete pouring. The acceptable NDM is 98%.

The following layout shall be used for reinstatement of all trenches on the tarseal surface and within 1 meter of the tarseal surface.



TYPICAL SERVICE TRENCH DETAIL ON ROAD CROSSINGS
SCALE 1:5 @ A1

All the works of the phases must be as per the specifications, and it shall confirm to all aspects of the standards outlined in the "Standard Overhead Line Design and Construction Manual", guideline set up by EFL.

NOTE: All unused material needs to be credited to EFL Kinoya Stores Accordingly.

C: CONTRACTOR REQUIREMENTS

General Below is a list of minimum requirements for overhead power line construction contractors:

- 1) **Bid** – Contractor shall submit a firm bid clearly listing unit costs for all items required. Vegetation clearing and Transportation costs shall be submitted as a lump sum.
- 2) **Site Visit** – Contractor shall participate in a site visit (date, time and location as advised by EFL) which is compulsory. Bids from companies who do not participate in the site visit shall be disqualified. Site visits outside the date/time/location specified by EFL will not be entertained.
- 3) **Standards** – All construction work shall be in compliance with EFL Standard Overhead Line Design & Construction Manual. If any instances occur whereby the requirements of this Manual cannot be complied with or where it is desired for a specific reason to depart from them, written permission must first be obtained from the EFL Unit Leader Distribution
- 4) **Materials** – To ensure quality control, all material for the project shall be supplied by EFL. Non-technical items may be supplied by the contractor only if it is specifically stated in the bid document.
- 5) **Safety Record** –bid shall include a brief report on safety performance over the last two years. The report shall include all incidents and accidents.
- 6) **First Aid** – each team on the jobsite must have a full First Aid Kit.
- 7) **Sub-contracting** – Subcontracting shall not be permitted, except where it is specifically stated by the contractor, and only upon approval by EFL. Subcontractors shall be required to fulfil all requirements as if they were the contractor.
- 8) **Scope of works** - Work involved in this contract is broadly classified into the following three phases, and progress payments shall be processed accordingly.
 - i) Saw Cutting and Trenching
 - ii) Transportation and Laying of Cable
 - iii) Sand, Slab and Backfill
- 9) **Contact** - Contractor shall have a valid postal address, office phone/fax/e-mail contact. The Principal shall be available by mobile phone at any time.
- 10) **Work Program** - Contractor shall submit a work program before start of project. This shall be part of the contract. Work shall commence within seven (7) days after receiving an official EFL Purchase Order.
- 11) **Ground condition** – Contractors are to note that sub-soil comprises soapstone and could contain other services such as Telecommunication, Water & Sewerage, etc.
- 12) **Invoicing** – Contractor shall submit details of work completed to allow prompt approval of invoice.
- 13) **Safety Induction** - A Safety induction must be conducted before start of power line construction work.
- 14) **Instruction to Commence Work** - Contractor shall NOT commence work on site unless an “Instruction to Commence Work” has been received from the Project Manager.

- 15) **Signboards** - One signboard (6'X 4') must be erected at the start of the works and one at the end of the works clearly stating :

<p style="text-align: center;">DANGER</p> <p>PROJECT: UNDERGROUND POWERLINE CONSTRUCTION – [Description of project] Driver please reduce speed. Pedestrians please use other footpath/side of road</p> <p>CONTRACTOR: Emergency phone contact: _____</p> <p>Please reduce speed. Pedestrians please use other footpath/side of road.</p> <p>THANKS</p>
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The above must be facing traffic entering into the work area.

The reverse face of the signage must state “Work Ends. Thank You”.

- 16) **Accident Reporting** – All accidents and incidents shall be reported immediately to EFL using approved forms available in the EFL Safety Plan Template, or equivalent.
- 17) **Project Updates** - Contractor shall meet with EFL Project Manager, Project Engineer and Project Supervisor on a weekly basis to discuss project progress and bottlenecks. These meetings shall be minuted for records, and circulated to the appropriate stakeholders.
- 18) **Weekly Reports** – The Contractor shall submit weekly updates on the status of the project to the Project Manager, Project Engineer, Project Supervisor and the General Manager Network.
- 19) **Tidiness** – The Contractor shall maintain the worksite in a neat and tidy condition.
- 20) **Fires** – No fires are to be lit at jobsites for the purpose of clearing vegetation or vegetation debris.
- 21) **Village Protocols** – the contractor shall comply with protocols involved in working on land owned by Indigenous Fijians to ensure smooth work progress.
- 22) **Transportation of material** – The Contractor shall transport all materials from Kinoya Stores to work site, EXCEPT concrete poles, which may be picked up from Humes Depot if applicable. Sand shall be available from EFL Kinoya Depot unless a site is available for sand offloading near to worksite.
- 23) **Security** - Contractor shall be responsible for the safekeeping of all materials at work site, and will be required to pay for damage and/or loss.
- 24) **Damage to property** – The Contractor shall ensure that there is no damage to roadways, footpaths, drains, water-courses, properties and other services. The Contractor shall make good to the satisfaction to the owner any damage caused by the contractor.

- 25) **Portable signboards** - Portable signboards must be placed as per the EFL Safety Manual along the roads, and must meet minimum FRA requirements.
- 26) **Traffic and Pedestrian Management** – The Contractor shall ensure that there is minimum disruption to the flow of traffic and pedestrian. EFL procedures on Traffic Control and Pedestrian Control shall be diligently exercised. Traffic and pedestrian management shall, as a minimum, meet Fiji Roads Authority standards.
- 27) **Worksite protection** - Bollards/cone must be placed at intervals not exceeding 10m. At critical locations the interval distances shall be reduced to 5m or lower (e.g. 1m) depending on the risks.
- 28) **Barricades** - Open trench/pole-hole is to be barricaded on a full time basis by the Contractor.
- 29) **Jobsite Safety Assessment** - Contractor to carry out Jobsite Safety Assessment daily, and as and when required, and submit these to EFL on a weekly basis.
- 30) **Credit of surplus material** – The contractor shall transport and credit all unused materials to the designated EFL Stores promptly after the completion of each job. Note that the award of new projects may be put on hold until material verification has been completed.
- 31) **Defects Rectification** – The contractor shall rectify all defects within seven (7) days as per the contract.
- 32) **Project completion** – The contractor shall complete work on time as per the contract.
- 33) **Project progress** – If the Contractor fails to proceed with the works with reasonable diligence or suspends the works or refuses to comply with the reasonable direction from EFL by reason of which the works are materially affected and any such default continues for a period of seven (7) days after the issue of written notice, EFL may itself call any other person/company/new contractor to complete the works at the Contractor's risk and expense.
- 34) **Insurance** – The Contractor will be required to possess valid insurance policies as shown below :

Policy type	Value
Public Liability	\$500,000
Contractors All Risk	\$500,000

Accident Compensation Insurance

It is understood that under the **Accident Compensation Act 2017** it is a **no fault based system** and as such these are the maximum amounts payable by the Accident Compensation Commission of Fiji (ACCF) for **personal injuries** and **death arising out from Motor Vehicle Accidents** are as follows:-

- Permanent Partial incapacity FJ\$75,000;
- Permanent Total Incapacity FJ\$150,000;
- Any other cases (other than the above) FJ\$75,000;
- Deaths FJ\$75,000.

It would be prudent that the Contractor have in place safe working and driving mechanisms to equip their employees with survival skills so as to avoid Personal Injuries at work or Motor Vehicle Accidents for that matter.

Comprehensive General Liability Insurance

Comprehensive general liability insurance, covering Contractor, its employees and Third Party for all of Contractor's operations hereunder, including all activities at the Work Site, including, but not limited to, bodily injury, property damage, premises operations, elevators, products, completed operations and blanket contractual coverage with limits of not less than FJD\$500,000.00 combined single limit.

Automobile Liability

Coverage for claims for bodily injury, including death, and property damage by any person, arising from the use of any automobile while engaged in the performance of Work hereunder, will be purchased locally in accordance with local statutory requirements.

Professional Indemnity ('PI') Insurance Cover

For the contracts with the various monetary amounts listed below signed with EFL, the Contractor is required to obtain their PI covers (as applicable to them for the contract amount) which are as follows:-

- For EFL Contracts up to FJD\$100K – **\$250,000 PI Cover** is required;
- For EFL Contracts > FJD\$100K up to \$500K – **\$1.5M PI Cover** is required;
- For EFL Contracts > \$500K up to \$1M – **\$2.5M PI Cover** is required; and
- For any EFL Contracts above \$1M and up to \$2M - **\$5M PI Cover** is required.

35) **OHS Compliance** - To provide/submit evidence of OHS compliance from the Ministry of Labour

36) **Personal Protective Equipment** – Submit a list of personal protective equipment (PPE) available with the contractor.

37) **HSE Requirements** – The contractor's bid shall include all requirements from the EFL HSE Contractor Safety Management System. These will be evaluated by the EFL's HSE Unit. Bids with incomplete, unacceptable, or without the HSE requirements will not be considered for award. The Contractor must submit the following with their bid :

- i) **Contractor HSE Specification** – it contains 10 clauses which contains the overall HSE requirements and the contractor needs to agree to this.
- ii) **Contractor HSE Plan** (Document HSE41C04) – The contractor shall fill in each part of the Plan.
- iii) The Contractor will list down all the plants and equipment to be used in the **Plant & Equipment Register** as well as chemicals in the **Chemical register**.
- iv) The **JSA & Risk Assessment** form will require the contractor to identify hazards which may not have been adequately addressed in EFL's existing procedures and outline proposed controls.

38) **Invoicing for Payment** – the contractor shall submit invoices of appropriate value for payment. 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.

D: EFL REQUIREMENT

- EFL Project Supervisor shall obtain Road/footpath opening permits.
- EFL Project Engineer shall obtain clearance from Municipal Council, Telecom Fiji Ltd, Water Supply Department, and Sewerage Department.
- EFL's HSE Unit shall vet Safety Plan submitted by Contractor and approve after queries clarified by Contractor.
- EFL Project Engineer shall ensure that any EFL underground mains on the jobsite is clearly located, marked and identified to the Contractor.
- EFL Project Engineer shall submit to the Project Manager all necessary approval documentation from Municipal Council, Telecom Fiji Ltd, Water Supply Department and Sewerage Department. Upon receipt of these approvals, and the approved Safety Plan, the Project Manager shall issue an "Instruction to Commence Work" to the Contractor.
- EFL Project Supervisor and Project Engineer shall carry out regular site inspections to ensure compliance with HSE requirements, and submit Safety Visit Reports of the visit.
- EFL Project Supervisor and Project Engineer shall issue Non-Conformance Report if required, and follow up for verification of implementation of Action Items arising out of the Non-Conformance Report.

E: PAYMENT SCHEDULE

Payment shall be made as per payment schedule:

Phase	Description	Percentage payment
1	Saw cutting and trenching	30%
2	Transportation and laying of cable	30%
3	Backfill, sand, slab and warning tape installation	30%
4	Retention	10% to be released after 6 months pending zero defects.

F. STANDARD HV CABLE TRENCH

Refer to 'Standard EFL Trench Detail' PDF file for trench carried out for Trenching, Underground Cable installation and reinstatement Works for increased demand for Yatu Lau Building At Lot 1, DP10103, Struan St, Suva as per scheme no G107-24

G. MANDATORY COMPLIANCE

- i. FNPF Compliance
- ii. Tax Compliance
- iii. FNU Compliance
- iv. Insurance Certificate
- v. Company Registration Certificate
- vi. Labor Details
- vii. Machinery, Tools & Equipment Details
- viii. OHS Compliance
- ix. Traffic Management Plan
- x. Cable Jointer Certificate

TENDER SUBMISSION CHECK LIST

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

Tender Number _____

Tender Name _____

Full Company Business Name: _____

(Attach copy of Registration Certificate)

Director/Owner(s): _____

Postal Address: _____

Phone Contact: _____

Fax Number: _____

Email address: _____

Office Location: _____

TIN Number: _____

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

FNPF Employer Registration Number: _____

(For Local Bidders only) (Mandatory)

Provide a copy of Valid FNPF Compliance Certificate (Mandatory- Local Bidders only)

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

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

Provide a copy of Valid Contractors all Risk and Public Liability Insurance (Mandatory Local Bidders only)

Provide a list of machinery, labor and previous work history (Mandatory Local Bidders only)

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 4.00pm (1600hrs) on Wednesday 02nd July, 2025.

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.