



# **TENDER NO: MR 281/2025**

**Design, Manufacture and Supply of Stainless Steel or  
Aluminum Outdoor AC and DC Distribution Board for  
Wailoa Substation**

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## **1.0 INSTRUCTIONS TO TENDER**

### **1.1 GENERAL**

Energy Fiji Limited, a statutory authority responsible for electricity supply across Fiji, seeks to replace the existing AC/DC board at Wailoa Substation, which has reached the end of its operational life. This tender outlines the scope for the supply of outdoor AC and DC Distribution Boards for the Wailoa Substation.

### **1.2 TYPE OF TENDER**

The Tenderer shall submit a fixed price tender. This requirement shall apply equally to the conforming tender as well as any alternative tender.

### **1.3 COMPLIANCE WITH INSTRUCTIONS**

The Tender shall be submitted in accordance with these Instructions and the letter of invitation to tender. All the necessary forms and schedules need to be completed and submitted with the tender.

### **1.4 ADDENDUM TO TENDER**

Where EFL finds it necessary to make amendments to or clarify the requirements of the tender documents during the period of tendering, an Addendum will be uploaded to the EFL website/tender link.

### **1.5 COMPLIANCE WITH SPECIFICATION**

The tender shall be based on the equipment and work specified and shall be in accordance with the Technical Specification. It should be noted that unless departures from specifications are detailed in Schedule I of the Technical Specification, the tender would be taken as conforming to the Specification in its entirety. The Tenderer shall tender for the whole of the Works included in the Specification.

### **1.6 DELIVERY PERIODS**

The Tenderer shall submit his tender on the basis which will permit the Works to be completed under normal circumstances by the completion dates stated in Schedule 3 of the Technical Specification. Dispatch is expected after 8 weeks upon completion of design review. The tenderer shall specify in the bid if this deadline cannot be met.

### **1.7 CURRENCY**

The tender shall be in the currency of the Tenderer's home country. All local companies registered in Fiji shall bid in VIP and Duty inclusive. For overseas currencies, bid are to be in DDU to EFL Kinoya Deport and all duties, VAT and customs clearance chargers shall be paid by EFL.

### **1.8 SIGNATURE OF TENDERER**

A tender submitted by a Partnership shall be signed by one of the members of the Partnership and shall be accompanied by a certified authorization of all the partners authorizing the

individual partner to sign on behalf of the Partnership. A tender submitted by a Corporation to the Contract and shall be accompanied by a certified resolution of the Board of Directors authorizing the individual to sign on behalf of the Corporation.

## **1.9 INFORMATION FORMING PART OF THE TENDER**

The Tenderer shall supply with each set of the tender copies of the technical, price and information schedules of the Tender Documents duly completed with all missing information and shall also supply requisite drawings. A copy of the Tenderer's covering letter (if any) shall be submitted with each tender and each tender shall be accompanied by a full set of supporting matter which the Tenderer wishes to have considered by EFL as supporting information for his tender. It is a mandatory requirement to submit the following documents as part of the tender proposal:

1. Tender Covering Letter with signature/seal of authorised signatory
2. Price schedule
3. Technical Information or datasheet of the item being tendered
4. Test certificates
5. Detail of past experience in similar nature of work
6. Confirmation of Insurance Policies
7. ISO Certifications

## **1.10 CONFORMING AND ALTERNATIVE TENDERS**

The bidder shall provide detailed description and technical specifications of any alternative offer.

## **1.11 NON CONFORMING TENDERS**

A tender which does not comply with the Conditions of Tendering or in which the technical, price and schedules requiring information to be inserted by the Tenderer have not been completed in all respects may be considered informal will be rejected for these reasons.

## **1.12 VALIDITY PERIOD OF TENDERS**

Tenders shall remain valid for acceptance within **90 days** from the date of opening of tenders and a Tenderer shall not withdraw or amend his tender prior to the expiration of the Validity Period. In exceptional circumstances prior to expiry of the original tender validity period, EFL may request the Tenderer for an extension in the period of validity. The request and the response thereto shall be in writing. A tenderer agreeing to the request will not be permitted to amend his tender price.

## **1.13 EXTENSION OF CLOSING TIME FOR TENDERS**

The right is reserved to amend the date set for the opening of tenders to any late date. If it is decided to extend the time for submission of tenders. All prospective Tenderers to whom tender documents have been issued will be promptly notified.

## **1.14 MANDATORY LODGEMENT OF TENDER**

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) Fiji Time on Wednesday 24<sup>th</sup> September, 2025.

For further information or clarification please contact our Supply Chain Office on phone 3224360/ 9992400/ 9987085 or email us on [tenders@efl.com.fj](mailto: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.

## **1.15 DEADLINE FOR SUBMISSION OF BIDS**

Bids must be received by the Employer at the address specified above no later than 1600 hours (Fiji Time) Wednesday 24<sup>th</sup> September, 2025

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.

## **1.16 TENDER EVALUATION**

After a preliminary analysis to ascertain whether or not the tender is in accordance with the requirements of the tender documents, each tender will be considered with particular reference to its eligibility as being a manufacturer, offer testing facilities in its workshop, price, completion date, design capability, evidence of past performance on contracts of a similar nature, supply of reliable & quality equipment, relevant certification and all other matters affecting the Tenderers ability to complete the Contract in accordance with EFL's requirements.

## **1.17 ADJUSTMENT OF ERRORS**

EFL reserves the right to adjust arithmetical or other errors in the Tender. Any adjustments made by the Authority to a Tender will be stated to the Tenderer prior to acceptance of the Tender. In the event of discrepancies appearing between words and figures in the Tender, the words shall prevail.

## **1.18 ACCEPTANCE OF TENDERS**

EFL shall not be bound to accept the lowest bid or assign any reason for the rejection of a tender and reserves the right to waive any informality in a tender. No tender shall be deemed

to have been accepted unless such acceptance is notified to the Tenderer by notice in writing either by handing such notice to the representative of the successful Tenderer or by sending such notice by e-mail. Such notice shall include any essential identifying details of the tender. The date of acceptance of Tender shall be the date on which the above mentioned notice is given or e-mailed.

### **1.19 LANGUAGE OF TENDER**

All Tenders together with any documents submitted by the Tenderer as part of any Tender shall be typed in the English language. **Hand written tender submissions will be disqualified.**

### **1.20 PAYMENT SCHEDULE**

The contract shall be on a lump sum fixed price basis. Progressive payment will be made as the respective milestones:

- Upon completion of design review – 20%
- Upon completion of manufacturing and submission of test results – 20%
- Upon shipment supported by bill of lading – 10%
- Upon receipt of equipment free of defects by EFL – 50%

### **1.21 CONDITIONS OF CONTRACT**

The Conditions of Contract shall be the AS/NZS 4911:2003 – General Conditions of Contract for the Supply of Equipment without Installation.

### **1.22 INSURANCE**

The Contractor is to confirm that they have in effect the insurance policies below:

1. Public and Products Liability Insurance

## 2.0 SCOPE

The scope of works for contract is for the supply and delivery to EFL Kinoya Depot of the following:

### 2.1 Supply of 415V AC Distribution Board

Note the below sets the specifications of what is required by EFL. This doesn't restrict the bidder from offering an alternative. However, the specifications of the alternative offer should be close to EFL requirements.

#### Technical Specifications

The successful bidder shall supply AC Distribution Board with the following specifications:

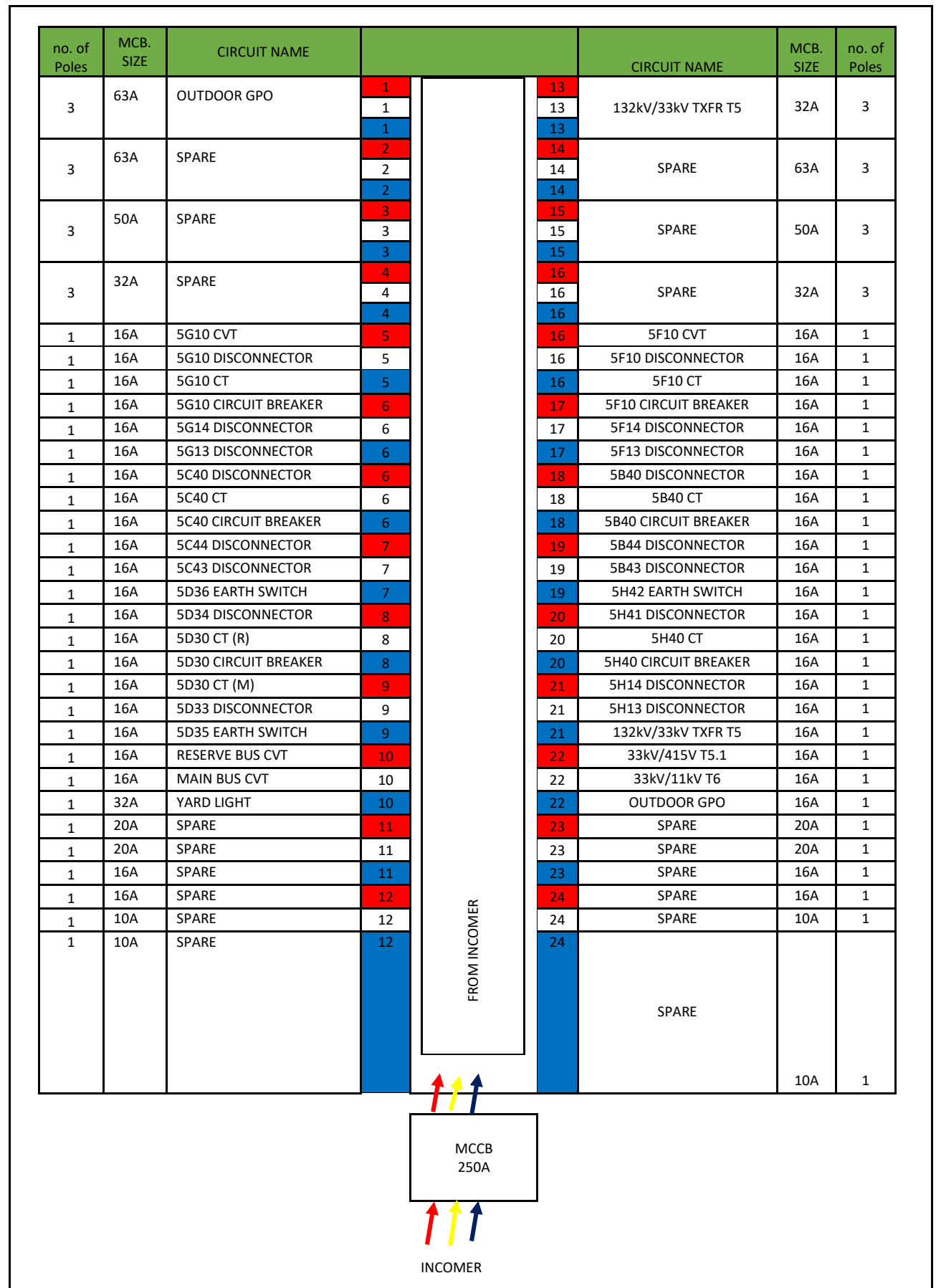
Specifications	Requirements	Bidders Response
Number of outgoing ways	72 (72 poles)	
No. of chassis	Single Chassis	
Input	Three Phase via 250A MCCB (Surge protection to be included if available)	
Operating Voltage	430V AC 3 phase, 250V AC 1 phase	
System highest Voltage	1kV AC	
Chasis rating	250A	
Frequency	50Hz	
Short Time Withstand Current	10kA (1 sec)	
Enclosure	Outdoor, weatherproof IP65 or higher. Suitable for outdoor installation with weatherproof enclosure. (Aluminum or stainless steel)	
Mounting	Bottom mounting provision, suitable for direct concrete mounting or via support structure. Board to be atleast 0.5 meter above ground level.	
Access and Security	Fixed with front access door, locking provision (Pad locking preferred)	
Metering/Monitoring	Digital multi-function meters for voltage, current, power, and frequency monitoring compatible with DNP3 or Modbus Protocol. CT and voltage sensing units to be installed and supplied with the board	
Cable Termination	Main switch to accommodate at least 70mm <sup>2</sup> cable termination	
Earthing and Neutral	Separate earthing and neutral bars. A 10 sq.mm. flexible stranded copper connector should link the door and box enclosure, secured with glands and appropriate nuts/bolts at both ends	
Cable Entry	Removable <b>Aluminum</b> gland plate at the bottom	
Cable Management	Cable ducts to be installed on either side of the MCB's	
Bus Bar	The bus bars shall consist of tinned electrolytic	

	copper of cross-sectional area of a minimum of 30 mm x 5 mm	
Bus Bar Compatibility	Accepts 3-pole MCB, single-pole MCB, or combinations	
Bus Bar Safety	Shrouded against accidental contact	
MCB Configuration	<i>Refer to figure 1 for detailed MCB schedule.</i> MCB, (Type C), Schneider or similar quality.	
GPO Provision	1 x Single-phase GPO and 1 x Three-phase GPO on either the inside of the board or weather proof GPO on the outside of the board.	
Anti-condensation Heater	To be installed	
Name plate	Aluminum sheet 2 mm engraved with following details should be provided duly refitted over front door: <b>AC Distribution Board</b> <b>Manufacturer's name:</b> <b>Date of Manufacturer:</b> <b>Manufacturing Standard:</b> <b>Serial Number:</b> <i>Any other relevant information</i>	
Compliance	AS/NZS 61439.1, IEC 61439, IEC 60529 and AS/NZS 3000	
Type tests	MCBs & other components used in ACDB shall be fully type tested as per relevant standards. The bidder shall furnish detailed type test reports along with the bid.	
Warranty	12 months	

Note: The bidder to specify any departure from the specification above and the specifications of the product they are offering. The bidder to provide relevant datasheet or technical information with the bid.



Figure 1 –AC Board Configuration



## 2.2 Supply of DC Distribution Board

The distribution board will be utilized on 110V DC system. Note the below sets the specifications of what is required by EFL. This doesn't restrict the bidder from offering an alternative. However, the specifications of the alternative offer should be close to EFL requirements.

### Technical Specifications

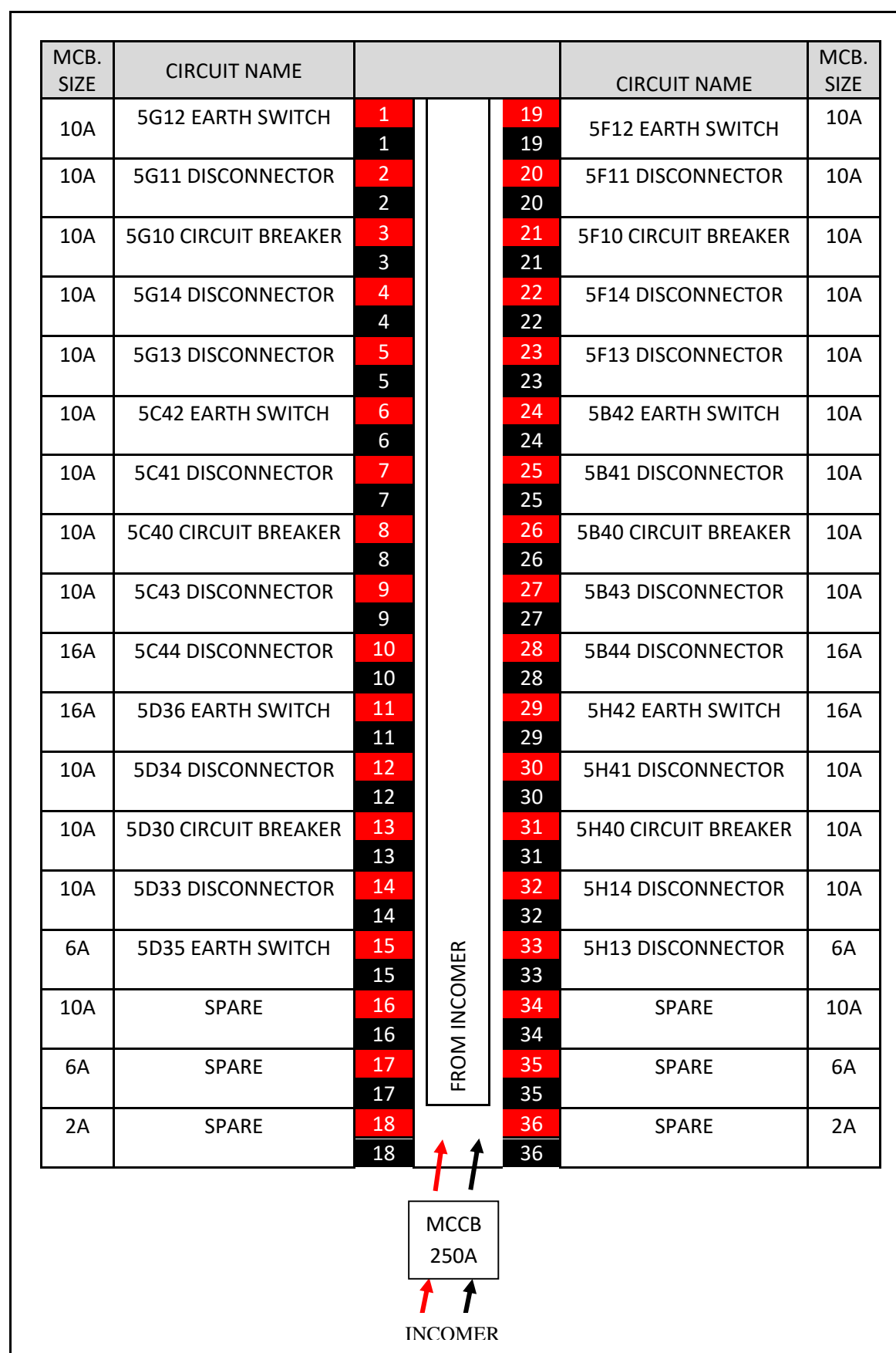
The successful bidder shall supply DC Distribution Board with the following specifications:

Specifications	Requirements	Bidders Response
Number of outgoing ways	36 (36 circuits)	
Nominal Voltage	110V DC	
Input	Via 2 Pole 250A DC Circuit Breaker	
Chassis	250A	
System highest Voltage	1kV	
Short Time Withstand Current	10kA (1 sec)	
Enclosure	Outdoor, weatherproof IP65 or higher. Suitable for outdoor installation with weatherproof enclosure. (Aluminum or stainless steel)	
Mounting	Rear or bottom mounting provision, suitable for direct concrete mounting or via support structure. Board to be at least 0.5 meter above ground level.	
Access and Security	Fixed with front access door, locking provision (Pad Locking Preferred)	
Metering/Monitoring	Digital multi-function DC meters for voltage and current monitoring. CT and Voltage sensing units to be installed.	
Cable Termination	Connection between incomer terminals and MCCBs shall be made with 70 sq. mm copper cable	
Bus Bar	Single Chassis	
Earthing Arrangement	Two galvanized M.S. earthing studs (25x6 mm) with washers, nuts, and spring washers shall be provided at the bottom for external earth connections. The earthing bolts must be welded to prevent removal. A 10 sq.mm. flexible stranded copper connector should link the door and box enclosure, secured with glands and appropriate nuts/bolts at both ends	
Cable Entry	Removable <b>aluminum gland plate</b> at the bottom	
Cable Management	Cable ducts to be installed on either side of the MCB's	
Bus Bar Compatibility	2-pole MCB	
Bus Bar Safety	Shrouded against accidental contact	
MCB Configuration	<i>Refer to figure 2 for detailed MCB schedule.</i> Schneider or similar quality	

Anti-condensation Heater	To be installed	
Name plate	Aluminum sheet 2 mm engraved with following details should be provided duly refitted over front door: <b>AC Distribution Board</b> <b>Manufacturer's name:</b> <b>Date of Manufacturer:</b> <b>Manufacturing Standard:</b> <b>Serial Number:</b> <i>Any other relevant information</i>	
Compliance	AS/NZS 61439.1, IEC 61439, IEC 60529 and AS/NZS 3000	
Warranty	12 months	

Note: The bidder to specify any departure from the specification above and the specifications of the product they are offering. The bidder to provide relevant datasheet or technical information with the bid. The board can also be custom made/assembled to the above requirements or equivalent. The bidder to specify in the bid if they are offering custom made board.

Figure 2 –DC Board Configuration



## 2.3 Supply of 9 x Stainless Steel or Aluminum Boxes

1. 1000mm (height) x 700mm (width) x 300mm (depth) – Wailoa Tie Line 1 Marshaling Box
2. 1000mm (height) x 700mm (width) x 300mm (depth) – Wailoa Tie Line 2 Marshaling Box
3. 400mm (height) x 300mm (width) x 200mm (depth) – Wailoa Transformer Yard AC Board
4. 400mm (height) x 300mm (width) x 200mm (depth) – Wailoa Transformer Yard Tie Line 1 Fibre Enclosure
5. 400mm (height) x 300mm (width) x 200mm (depth) – Wailoa Transformer Yard Tie Line 2 Fibre Enclosure
6. 500mm (height) x 400mm (width) x 200mm (depth) – 5F Bay CVT Marshalling Box
7. 500mm (height) x 400mm (width) x 200mm (depth) – 5G Bay CVT Marshalling Box
8. 400mm (height) x 300mm (width) x 200mm (depth) – Main Bus CVT Marshalling Box
9. 400mm (height) x 300mm (width) x 200mm (depth) – Reserve Bus CVT Marshalling Box

Note:

- The dimensions shall be same as above or larger.
- All Boxes shall have bottom mounted Aluminum gland plates.
- All boxes shall have locking provision (preferred padlock)
- All boxes shall have mounting plates inside the box for customized application. This shall allow mounting of din rails without drilling the rear cover.
- Box shall have at least mounting brackets on the rear of the box.
- Doors shall be rubber sealed
- Design shall be such that water should not enter the box in case of failure of the door rubber.

## 2.4 Supply of Accessories

No.	Description	Quantity
	<b>AC System</b>	
1.	415V/240V 50Hz C Curve Single Pole MCB 32A	8
2.	415V/240V 50Hz C Curve Single Pole MCB 25A	8
3.	415V/240V 50Hz C Curve Single Pole MCB 20A	8
4.	415V/240V 50Hz C Curve Single Pole MCB 16A	8
5.	415V/240V 50Hz C Curve Single Pole MCB 10A	8
6.	415V/240V 50Hz C Curve Single Pole MCB 6A	10
7.	415V/240V 50Hz C Curve Single Pole MCB 4A	10
8.	415V/240V 50Hz C Curve Single Pole MCB 2A	10
9.	415V/240V 50Hz C Curve 3 Pole MCB 63A	8
10.	415V/240V 50Hz C Curve 3 Pole MCB 50A	8
11.	415V/240V 50Hz C Curve 3 Pole MCB 40A	8
12.	415V/240V 50Hz C Curve 3 Pole MCB 32A	8
13.	415V/240V 50Hz C Curve 3 Pole MCB 32A	8
14.	415V/240V 50Hz MCCB 100A	3
15.	415V/240V 50Hz MCCB 200A	3
	<b>Voltage Transformers</b>	
16.	415V/240V 50Hz C Curve Single Pole MCB 6A with N0 contact	15

17.	415V/240V 50Hz C Curve Single Pole MCB 4A with NO contact	15
18.	415V/240V 50Hz C Curve Single Pole MCB 2A with NO contact	15
19.	110V 50Hz C Curve 2 Pole MCB 6A with NO contact	20
20.	110V 50Hz C Curve 2 Pole MCB 4A with NO contact	20
21.	110V 50Hz C Curve 2 Pole MCB 2A with NO contact	20
	<b>DC System</b>	
22.	110V DC C Curve 2 MCB 2 Pole 20A	20
23.	110V DC C Curve 2 MCB 2 Pole 16A	20
24.	110V DC C Curve 2 MCB 2 Pole 10A	20
25.	110V DC C Curve 2 MCB 2 Pole 6A	20
26.	110V DC C Curve 2 MCB 2 Pole 4A	20
27.	110V DC C Curve 2 MCB 2 Pole 2A	20
	<b>Metering</b>	
28.	Schneider Easy logic EM6436H	20
	<b>Sync Relay</b>	
29.	Lumel NS5 sync relay	7
	<b>Accessories</b>	
30.	Copper Bus Bar 63A 415V Pin Type 2 Pole with shroud	10 x 1 meter
31.	Copper Bus Bar 63A 415V Pin Type Single Pole with shroud	10 x 1 meter
32.	20mm x 3mm copper bars	5 x 1 meter
33.	Insulators with M8 holes for copper bars	20
34.	15 Amp 10 way neutral Link	5
35.	15 Amp 20 way neutral Link	10
36.	Phoenix Feed Through terminal block 3003017	100
37.	End cover	20
38.	Phoenix Slide-type terminal block 3026285	100
39.	End cover	20
40.	Din Rail	5 x 1 meter
41.	40mm x 40mm finger type wiring duct	3 x 2 meters
42.	20mm PVC Gland	40
43.	25mm PVC Gland	40
44.	32mm PVC Gland	20
45.	25mm conduit gland	40
46.	32mm conduit gland	20
47.	High Temperature Gasket maker (approx. 100g)	20 tubes
48.	22mm 110V DC Pilot Indicator Lamp (LED) - Red	50
49.	22mm 110V DC Pilot Indicator Lamp (LED) - Green	50
50.	22mm 110V DC Pilot Indicator Lamp (LED) – White	40
51.	22mm 110V DC Pilot Indicator Lamp (LED) - Blue	30
52.	22mm 110V DC Pilot Indicator Lamp (LED) - Orange	30
53.	22mm 110V DC Illuminated Push Button with mounting and NO contact block - Red	50
54.	22mm 110V DC Illuminated Push Button with mounting and contact	50

	block - Green	
55.	22mm 110V DC Illuminated Push Button with mounting and NO contact block – White	20
56.	22mm 110V DC Illuminated Push Button with mounting and NO contact block - Blue	30
57.	22mm 110V DC Illuminated Push Button with mounting and NO contact block - Orange	20
58.	Kraus and Naimer 2 position Cam Switch CA10 with 5 NC contacts on each position (CONTROL SELECTOR: LOCAL / REMOTE)	15
59.	Kraus and Naimer 2 position Spring return Cam Switch CA10R with 5 NC contact on each position (CONTROL SELECTOR: TRIP / CLOSE)	15

### 3.0 Financial

The bidders shall fill the details in the below table for the financial information of the required scope of work. Items are to be assembled and delivered to EFL Kinoya Depot which includes all relevant accessories specified in the scope.

No.	Item	Quantity	Price
1	Supply of 415V AC Distribution Board	1	
2	Supply of 110V DC Distribution Board	1	
3	Supply of Stainless Steel or Aluminum Boxes	10	
4	Supply of Accessories	As listed in 2.4 above	

### 4.0 QUALITY OF MATERIALS AND WORKMANSHIP

All cables supplied by the company under this contract shall be new and of the high quality and class most suitable for working under the conditions specified and shall withstand the variations of temperature, atmospheric conditions arising under working conditions without distortion or deterioration or the setting up of undue stresses in any part and also without affecting the strength and suitability of the various parts of the work which they have to perform.

### 5.0 STANDARDS

IEC, IEEE and AS/NZS Standards are to be adopted in general. Any other national or international standard may be used if such standards are not less exacting than corresponding IEC Standard. In such an instance a copy of the relevant standard should be forwarded. The following standards (or the current revision of it) shall apply to this tender, but not limited to:

AS/NZS 61439.1	Low-voltage switchgear and controlgear assemblies
ISO 9001 Certification	Certification of manufacture and that of raw material supplier

This standard must be specified in the submission.

### 6.0 WARRANTY

The Contractor shall provide warranty for the distribution boards supplied for a Period 12 [12] months after delivery of the boards.

### 7.0 TYPE TEST CERTIFICATES

MCBs & other components used in ACDB and DCDB shall be fully type tested as per relevant standards. The bidder shall furnish detailed type test reports along with the bid. The detailed Type Test Reports shall be furnished with relevant certified drawings of the equipment tested and oscillogram reports. The purchaser reserves the right to demand repetition of some or all the type



tests at the cost of bidder by an independent agency, whenever there is dispute regarding the quality of supply.

## 8.0 DRAWING

Successful bidder shall submit the drawings along with component details/makes etc for their proposed product. **These drawings will not be the final drawings for fabrication or supply. The drawings will be subject to review and approved after signing of the contract with the successful bidder**

## 9.0 EVALUATION CRITERION

The evaluation shall be based on all the data bidders provide regarding the product.

### 9.1 Technical Schedule

This schedule shall be completed and submitted with the offer. (Refer to the Technical Specifications). Failure to fill in the technical specifications with the compliance evidences, the bid will be disqualified.

### 9.2 Submission Requirement

All tenderers are required to complete and submit a copy of the submission requirements with their bid submissions.

#### Mandatory Compliance

- i. Company Registration Certificate
- ii. Price in DDU incoterm for overseas bidders or FJD VIP for local bidders
- iii. Price Validity (preferred 90 days)
- iv. Evidence of other utility using product offered
- v. Minimum warranty period from time of acceptance of items (1 years)
- vi. Evidence of confirmation for international standards
- vii. FNPf Compliance Certificate (local bidders)
- viii. FRCS Compliance (local bidders)
- ix. FNU Compliance (local bidders)
- x. Insurance certificate
- xi. ISO Compliance
- xii. Technical specification of the product includes accessories.

Requirements	Weighting	Response from Bidders
Completed Technical Specification Table with Bidder's Response (Yes/No)	30	
Validity of bid (90 days required) (Yes/No)	5	
Payment conditions (30 days account)	10	
Delivery Term (DDU to Suva Port mandatory)	10	
Detailed reference list of customers already using the item offered during the last 3 years with particular emphasis on the items forming part of this bid	5	
Quality management system used in the production of the Supply of Live Line Rope. (attach certificate)	5	
Minimum warranty period from time of acceptance of Item. (12 months)	10	
Testing methodology for confirmation of conformance to International specification & standard.	10	
Evidence of confirmation for international standards (provide certificate)	15	

## **Important Instructions for Bid Submission**

Description: Dear Valued Suppliers,

This is a reminder to all suppliers to ensure that your bid submissions are made under the registered name of your business, as per your official business registration. This is important to avoid any confusion related to business identity. If there have been any changes to your business name or registration details, kindly update the information accordingly in your TenderLink user profile.

For local suppliers, please double-check your pricing calculations, including both the detailed breakdown and the total bid amount. Also, clearly indicate whether your prices are inclusive or exclusive of VAT. The prices should be received on your company letter heads, or put a company stamp.

For overseas suppliers, kindly state the currency in which you intend to submit your bid, along with the applicable Incoterm. This will assist us in accurately analyzing your submission.

Before submitting your bid, please ensure that all required documents have been uploaded to avoid incomplete submissions. Please upload valid Tax compliance, Valid FNPF Compliance and Valid FNU Levy Compliance for local bidders.

Lastly, please ensure that the Tender Submission Checklist is completed in full, including:

Company name: \_\_\_\_\_

Names of directors: \_\_\_\_\_

Contact phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

These details are essential for us to reach out for any required clarifications.

Kindly ensure that you upload your tenders at least one hour before the closing time to avoid any last-minute internet or technical issues.

Thank you for your cooperation.

Kind regards,  
EFL Supply Chain

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

## **10.0 TENDER SUBMISSION - INSTRUCTION TO BIDDERS**

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 FJT 4.00pm (1600hrs) on Wednesday 24<sup>th</sup> September 2025.**

For further information or clarification please contact our Supply Chain Office on phone **(+679) 3224320 or (+679) 9992400** or email us on [tenders@efl.com.fj](mailto: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.**