



ENERGY FIJI LIMITED

BIDDING DOCUMENT

MR 293/2025

**SUPPLY OF LOW VOLTAGE
EARTHING DEVICE**

Section 1. Instructions to Bidders

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| 1. Scope of Bid | The Energy Fiji Limited (herein after referred to as "the Employer"), wishes to receive bids for supply of Low Voltage Earthing Device as specified in this bidding documents (hereinafter referred to as " Low Voltage Earthing Device "). |
| 2. Eligible Bidders | This Invitation to Bid is open to bidders who have sound financial and technical background and have expertise in supplying such equipment with arrangement for servicing/repairing or facilitating for such. |
| 3. Qualification of the Bidder | To be qualified for award of Contract, bidders shall submit all relevant documents, brochures, details and filled evaluation criteria document which shall be providing sufficient detail to confirm the bidder's capability to fulfil the contract. |
| 4. 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. |
| 5. Deadline for Submission of Bids | <p>Bids must be received by the Employer at the tender link specified under " Tender Submission" below no later than 15th October 2025 (1600 hours Fiji Time).</p> <p>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. Any request for extension of deadline must be made 72 hours prior to tender closure date.</p> |
| 6. Late Bids | Any bid received by the Employer after the deadline for submission of bids prescribed will be rejected. |
| 7. 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. |
| 8. 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. |

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1. General Description

The Low Voltage Earthing device equipment shall comply with IEC 61230 (Portable equipment for earthing or earthing and short-circuiting).

Devices must be suitable for use in low voltage distribution systems (up to 1000 V AC).

The device shall be designed for safe discharge of induced voltages and protection against accidental energization during maintenance.

2. Specifications and Evaluation Criteria

Note to bidders: Please submit a copy of the table below with your products details (in the bidders response column) in comparison to what is required by EFL. Failure to submit the mandatory technical specifications in the table below will automatically result in the disqualification of the tender bid.

GENERAL CRITERIA – Low Voltage Earthing Device

Specifications		Bidders Response
Voltage Rating	Suitable for LV networks: Up to 1000 V AC (50Hz).	
Current Rating	Minimum fault current withstand: 10 kA for 1 second.	
Cable	Flexible, insulated, copper cable with high dielectric strength. - Cross-sectional area: minimum 25 mm² copper (tinned or equivalent). - Standard length: 3 m to 5 m (other lengths available upon request). - Cable insulation shall be resistant to abrasion, oil, moisture, and UV exposure.	
Clamps	- Heavy-duty, corrosion-resistant, spring-loaded clamps. - Suitable for copper/aluminium busbars (including cables), switchgear terminals, and flat surfaces. - Contact area designed to ensure low resistance and firm grip. - Jaw opening: minimum 25 mm.	
Earth End Connection	Robust earth clamp with screw tightening or spring-loaded jaw, compatible with	

	approved earthing points. All metallic parts shall be copper alloy or tinned brass to ensure low resistance.	
Insulation & Safety	- Clamps and handles shall be insulated for operator safety. - Device shall include clear marking of rated voltage and current. - Insulation resistance: >10 MΩ at 1000 V DC.	
Standards & Certification	Must comply with: IEC 61230 (Earthing devices) IEC 60900 (Live working – Insulating tools) - Must provide manufacturer's test certificates and type test reports.	
Accessories	- Storage bag or case for safe handling. - Instruction manual and safety guidelines.	
Warranty & Support	Minimum 24-month warranty against manufacturing defects.	

Mandatory Evaluation Criteria	% Weighting	Bidders Response
Voltage Rating - Suitable for LV networks: Up to 1000 V AC (50Hz).	5%	
Current Rating - Minimum fault current withstand: 10 kA for 1 second .	5%	
1. Must Comply with: IEC 61230 (Earthing devices) or IEC 60900 (Live working – Insulating tools) standards	10%	
2. Instruction Manual	5%	
3. Standard International Guarantee/Warranty certificate	10%	
4. Quoted price should have a validity of 3 months	5%	
5. Bidder to provide following information along with technical data in their technical bid - Physical dimensions of the instrument. - Weight of the instrument. - List of the customers to whom they have supplied the quoted model.	5%	
6. Instrument should be housed in a rugged, transportable carrying case. IP rating of case should prevent moisture and dust ingress complete with hard carrying case with locking arrangement.	10%	

7. Cable to be flexible, insulated, copper cable with high dielectric strength	10%	
8. Delivery lead time 6-12 weeks	5%	
9. Financial	30%	

3. Warranty

Minimum 24-month warranty on equipment is to be provided. The warranty shall start from the point the item has been received by EFL and confirmed operational.

4. User Operation Manual

A user manual is to be provided for each function and usage detail.

5. Delivery

All items shall be delivered to Suva port (Fiji) on CIF basis. The bidder must take into account all logistics and costs involved to have the item shipped to Fiji.

6. Period of validity of Goods

6.1 Bids shall remain valid for a period of 90 days (3 months) after the deadline for the receipt of Bids. A bid valid for a shorter period shall be rejected by EFL as non-responsive.

6.2 In exceptional circumstances, EFL may solicit the Bidder's consent to an extension of the period of validity. The request and the responses there to shall be made in writing.

7. Bid Currency

Unless otherwise specified, the unit rates and prices shall be quoted by the bidder's country of origin.

The following table must be filled and then returned with the bid. The prices must be valid for a minimum period of 90 days (3 months).

Description	Quantity	Total Price (CIF) to Suva Port
Low Voltage Earthing Device (full set)	59	

The above table is to be filled and submitted with the bid. Failure to submit price as per CIF terms may result in the bid being rejected for evaluation and award.

8. Company Information

1.	Name of Bidding Company	
2.	Contact Person Name	
3.	Telephone	
4.	Fax	
5.	Email	
6.	Mobile	
7.	Name of Company CEO/Director	
8.	Sales Tax/ Commercial Tax/ CST Nos.	
9.	Service Tax No.	
10.	Income Tax No.	

1.	Name of Authorized Person for bidding	
2.	Signature of Authorized Person	
3.	Company Stamp	

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: _____

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 15th October, 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.