



MR 06/2018

Date: 04/01/18

**Tender Name: Preferred Supplier for the Supply
of Reflective Vest and Gloves**

THE COMPANY – FEA

Fiji Electricity Authority (FEA) is a government owned company solely responsible for supplying power throughout the Fiji Islands. Power is supplied through Hydro, Diesel and wind mill generators located in different parts of Fiji.

The operations of the company are organized into three geographically defined divisions, which correspond to the national administrative divisions. These divisions are:

1. Central/Eastern based in the capital, Suva
2. Western based in the city of Lautoka
3. Northern based in the town of Labasa

Suva and Lautoka are on the island of Viti Levu with main warehouse while Labasa is the commercial centre of the island of Vanua Levu. Lautoka warehouse is designated as the **Central Stores**.

Purpose and description of the Tender

The Fiji Electricity Authority (FEA) is inviting Request for Proposal [RFP] to supply Reflective Vest and Gloves from suitable Companies.

Tender Term – [3 Years]

1. Product Information

The supplier should be a manufacturer, authorized distributor or reseller of the products.

The vendors shall submit the names/contacts of utilities or projects where they have previously supplied this material to.

All relevant test reports, product standard certificates and product specification / drawings are required to be supplied in the bid as part of their proposal.

Other information to be provided by the Bidder as part of the proposal is:

1. Manufacturer's / Vendor's warranty on the product.
2. Relevant Test Reports
3. Lead time including transit time.
4. Standard compliance certificate.
5. Items bedded shall be of specification provided by FEA
6. Previous FEA experience with the Bidder and supplier DIFOTIS
7. No of quantity it will carry in stock at all time
8. The bidder shall provide a sample of:

* Reflective Vest

* Gloves

2. Delivery – Kinoya, Navutu, Labasa

3. INCOTERMS AND PRICING – The bidder must clearly state the price of their product with INCOTERMS associated with the price – Not Applicable to local bidders.

4. Bidder Details

The Bidder shall provide all the necessary information specified in the tables below:

General
The registered name of the Bidder:
Business address for correspondence: <i>(Location, Street, Locality City, Pin Code, Country, Telephone, Facsimile, Email Other)</i>
Contact name of the Authorised Person:
Contact's position: <i>Contact addresses if different from above</i> <i>Locality City, Pin Code</i> <i>Location, Street, Country, Telephone, Facsimile, Email, Web address</i>
Business structure:
Include the organisations years of experience in this field and reputation in the market place.
Financial standing (Information designed to give client confidence in the financial competence of the BIDDER.) Audited financial accounts for past three years shall be included in appendix.
Company Profile(s)

5. Other value added services.

The bidder is open to include any other information that may add value to their product / Services or after sales services.

6. Stock Availability.

1. Size of stock holding and ability to meet the required quantity.

7. Technical Support

1. Bidder may provide any detail or information of what technical support is available to FEA to make better use of supplier product.

8. Nominated Agent - Respondents shall state if it is their intention, if successful, to appoint an agent for any portion of the services offered.

- i) Respondents shall provide at least the following details of the proposed Agent in the appropriate schedule:
 - (a) Name and address of the Agent
 - (b) Location of factory/premises / Warehouse
 - (c) Number of people employed
 - (d) Quality Assurance status of proposed Agent; and
 - (e) Relevant experience
- ii) Respondents shall guarantee that all services provided by Agent and furnished under this Tender shall be free from deficiencies in design, performance, materials and workmanship.

9. Product Description and quantity

FEA Stock Code	Description	Base Unit of Measure	Approximate Last 3 Years Usage	Unit Cost F\$(VIP)
D/C	Reflective Vest	Each	150	
I03492A	Gloves	Pair	3012	

10. Specifications – As Below

Reflective Vest

Complies AS/NZS 4602
50mm 3M Scotchbrite reflective tape
Longer tail with tape
Durable polyester fabric
With Zipper closure
Front Pocket and internal pocket
FEA logo front and back
Breathable to reduce perspiration and skin irritation.

Gloves

Comply to EN388 Standard
Comply to ASTM D3389-05, Abrasion
Comply to ASTM F1790-97, Cut
ESD – Electro Static Discharge
Maximum cut resistance at cut level 5
Excellent grip in wet, oily or dry conditions
High durability with high tear and abrasion resistance
Anatomically designed for comfort, dexterity and fit, glove retains flexibility despite its high protection levels.
Breathable to reduce perspiration and skin irritation.

- Bidder to provide product specifications complying with the above

11. Product Warranty Period – The bidders to provide warranty period if offered for this period

12. Tender Evaluation

After the bids are received, it will go through a normal tender evaluation process as per FEA's Tender Policy and Procedures. The successful and unsuccessful bidders will be advised of the outcome after completion of the Tender evaluation process.

The successful the bidder will enter into a 1 or 3 years contract with FEA [Whichever applicable] as mutually agreed. All terms & condition, and pricing details will be stipulated in contract documents.

Submission of tenders

Submission of Tenders

Electronic copies of the tender bid must be uploaded in the **EVALUA** Electronic Tender Box no later than **4.00pm Wednesday 31st January, 2018**

In addition **two (2) hard copies** of the tender bids in sealed envelope shall be deposited in the tender box located at the Supply Chain Office at the FEA Head Office, 2 Marlow Street, Suva, Fiji.

Courier charges for delivery of Tender Document must be paid by the bidders and where applicable, all other cost such as Duty, VAT and Customs clearance associated with the delivery of Tender Document must also be paid by the bidder, delivered to FEA Delivered Duty Paid (DDP).

To register your interest and tender a response, view 'Current Tenders' at: www.evalua.com.au/etb/fea

This tender closes at **4.00pm on Wednesday 31st January, 2018**

Each tender shall be sealed in an envelope with:

- a). The envelope bearing only the following marking:
 - **Tender – MR 06/2018 - Preferred Supplier for the Supply of Safety Vest and Gloves**
 - **The Secretary, Tender Committee**
 - Fiji Electricity Authority**
 - Supply Chain Office**
 - Private Mail Bag**
 - Suva**
- b). It must also indicate the name and address of the tenderer on the reverse of the envelope.

Tenders received after **4.00pm** on the closing date of **Wednesday 31st January, 2018** will not be considered.

All late tenders, unmarked Envelopes and envelopes without bidder's name and address on the reverse will be returned to the Tenderers.

For further information or clarification please contact our Supply Chain Office on phone **(+679) 3224360 or (+679) 9991587**