



**ENERGY FIJI LIMITED**

**BIDDING DOCUMENT**

MR 235/2019

**SUPPLY OF TRANSFORMER LIFTING  
EQUIPMENT (CHAIN & SLING)**

# Section 1. Instructions to Bidders

- 1. Scope of Bid** The Energy Fiji Limited (hereinafter referred to as "the Employer"), wishes to receive bids for **SUPPLY OF TRANSFORMER LIFTING EQUIPMENT (CHAIN & SLING)** as specified in these bidding documents.
- 2. Eligible Bidders** This Invitation to Bid is open to bidders who have sound financial background and have previous experience.
- 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.
- 3. Eligible Materials, Equipment and Services** The materials required for fabrication of this lifting equipment under the Contract shall be supplied by the bidder and have good quality. The bidders may be required to provide evidence of the past experience in fabrication and supplying such equipment.
- 4. Qualification of the Bidder** To be qualified for award of Contract, bidders shall submit Financial proposals and relevant information such as work methods, scheduling and resourcing which shall be provided in sufficient detail to confirm the bidder's capability to fulfil the contract.
- 5. 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.
- 6. Sealing and Marking of Bids** The bidder shall seal the original copy of the technical proposal, the original copy of the price proposal and each copy of the technical proposal and each copy of the price proposal in separate envelopes clearly marking each one as: "ORIGINAL-PROPOSAL", and "COPY PROPOSAL", etc. as appropriate.
- The bidder shall seal the original bids and each copy of the bids in an inner and an outer envelope, duly marking the envelopes as "ORIGINAL" and "COPY".
- The inner and outer envelopes shall be addressed to the Employer at the following address:
- Tuvitu Delairewa  
General Manager Commercial  
2 Marlow Street, Suva, FIJI. Phone: 679 3224 185  
Facsimile: 679 331 1882 Email: [TuvituD@efl.com.fj](mailto:TuvituD@efl.com.fj)  
And bear the following identification:
- Bid for: **SUPPLY OF TRANSFORMER LIFTING EQUIPMENT (CHAIN & SLING)**
  - Bid Tender Number: **MR 235/2019**
- 7. 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 31/07/2019**).
- 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.

**8. Late Bids**

Any bid received by the Employer after the deadline for submission of bids prescribed will be rejected and returned unopened to the bidder.

**9. 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.

The bidder's modification or withdrawal notice shall be prepared, sealed, marked and delivered, with the outer and inner envelopes additionally marked "MODIFICATION" or "WITHDRAWAL", as appropriate. A withdrawal notice may also be sent by fax but must be followed by a signed confirmation copy.

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

**10. 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.

**11. Notification of Award**

Prior to expiration of the period of bid validity prescribed by the Employer, the Employer will notify the successful bidder by fax/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, completion and maintenance 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 a performance security, the Employer will promptly notify the other bidders that their bids have been unsuccessful.

**12. 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.

**13. 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) The 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.

**A Mandatory site visit to be held on Tuesday 23<sup>rd</sup> July 2019, commencing at 9.00am at EFL Kinoya Depot.**

**The deadline for submission of Tenders shall be 1600hrs on Wednesday 31<sup>st</sup> July 2019, Fiji Standard Time.**

# Table of Contents

- Specifications for Kiosk Substation Maintenance ..... 5
- 1.0 General Description ..... 5
- 2.0 Specification ..... 5
  - 2.1 Item to lift Transformer ..... 5
  - 2.2 Items to lift Spreader Bar ..... 5
  - 2.3 OHS Certification ..... 6
  - 2.4 Variation ..... 6
  - 2.5 Duration of work ..... 6
  - 2.6 Warranty ..... 6
  - 2.7 Weight Lifting Capacity ..... 6
- 3.0 Technical Specification Criteria ..... 6

# Specifications for Kiosk Substation Maintenance

## 1.0 General Description

The bidder is to provide chain with relevant fittings to enable lifting of:

1. Transformer directly
2. Transformer via a spreader bar

All materials shall be provided by the bidder for any construction/fabrication works necessary to achieve the successful supply of the required item.

The item shall be OHS certified and delivered to EFL Kinoya Depot with a warranty of 1 year.

The site visit is necessary to ascertain the exact nature of equipment required and the fittings necessary to adapt into the existing workshop crane.

The bidder is to use own resources for the construction/fabrication works such as labour, equipment, material and transportation of completed product to Kinoya.

## 2.0 Specification

### 2.1 Item to lift Transformer

The table below lists the scope at each kiosk substation.

#	Description	Quantity	Unit Cost (FJD VEP)	Total Cost (FJD VEP)
1	2mtr x 16mm Chain	4		
2	16mm Hammer Lock	8		
3	Single Master Link	8		
4	8 ½ Ton Bow Shackle	8		
			VAT	
			TOTAL FJD VIP	

### 2.2 Items to lift Spreader Bar

#	Description	Quantity	Unit Cost (FJD VEP)	Total Cost (FJD VEP)
1	16mm Double Master Link	2		
2	16mm Grab Hook (shorter)	4		
3	3.5mtr x 16mm Chain	4		
4	16mm Hammer Lock	8		
5	Single Master Link	4		
6	8 ½ Ton Bow Shackle	4		
			VAT	
			TOTAL FJD VIP	

## 2.3 OHS Certification

The bidder is to get OHS certification for the lifting equipment and then deliver the item to EFL.

## 2.4 Variation

The contractor/bidder is advised to visit and assess the site and familiarize with the extend of work scope prior to tendering as no claims will be allowed for variation on the grounds of ignorance of the conditions existing.

## 2.5 Duration of work

The expected duration for the completion of work at shall be six (6) weeks including OHS certification.

## 2.6 Warranty

A 1 year warranty shall be given for the lifting equipment supplied. The bidder shall show the EFL staff on how to successfully utilize the equipment to avoid failure. Failure of the equipment due to poor workmanship shall subject to financial claims to be made to supplier.

## 2.7 Weight Lifting Capacity

The lifting equipment shall be used with a 10Tonne fixed workshop mounted crane to lift transformers till a maximum weight of 7Ton. The lifting equipment shall be able to lift 7Ton weight without deformation. The bidder is to include a safety factor when designing of the lifting equipment to ensure that it does not fail.

## 3.0 Technical Specification Criteria

**Note to bidders:** Please submit a copy of the table below with your products details (in the BIDDERS PRODUCT DETAILS column) in comparison to what is required by the employer.

No.	Requirements	EFL Requirements	Bidder to Submit
1	Tax Compliance Certificate	Valid copy to be submitted	
2	FNPF Compliance Certificate	Valid copy to be submitted	
3	Site Visit Attended	Compulsory	
4	OHS Compliance	Bidder to provide OHS compliance certification	
5	Company Profile	Bidder to state: Company Name Company Owner Company Registration certificate / Business License	
6	Expertise	Bidder to provide details of being expertise in designing/fabrication and supply of such lifting equipment	
7	Timeframe	6 weeks from issue of purchase order	
8	Price Validity - 3 months	Bidder to agree	
9	Warranty	1 year warranty	

## **TENDER SUBMISSION CHECK LIST**

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

Tender Number \_\_\_\_\_

Tender Name \_\_\_\_\_

1. Full Company 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)**

9. Company Registration Number: \_\_\_\_\_

**(Attach copy of the Business License)**

10. FNPF Employer Registration Number: \_\_\_\_\_

**(For Local Bidders only)**

11. Contact Person: \_\_\_\_\_

I declare that all the above information is correct. Name:

\_\_\_\_\_

Position: \_\_\_\_\_

Sign: \_\_\_\_\_ Date: \_\_\_\_\_



## Submission of Tender

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 EFL Head Office, 2 Marlow Street, Suva, Fiji.

Courier charges for delivery of Tender Document must be paid by the bidders.

This tender closes at 4:00 p.m. (16.00hrs Fiji time) on Wednesday 31<sup>st</sup> July, 2019.

Each tender shall be sealed in an envelope with the envelope bearing only the following marking:

**MR 235/2019**  
**Supply of Transformer Lifting Equipment (Slings & Chains)**

The Secretary, Tender Committee  
Energy Fiji Limited  
Supply Chain Office  
Private Mail Bag,  
Suva

It must also indicate the name and address of the tenderer on the reverse of the envelope.

All late tenders, unmarked Envelopes and envelopes without bidder's name and address on the reverse on the envelope will be returned to the Tenderers unopened. (Bids via e-mail or fax will not be considered).

The bidders must ensure that their bid is inclusive of all Taxes payable under Fiji Income Tax Act and must have the most current Tax Compliance Certificate.

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

Bidders are requested to submit a:

- Valid Tax Compliance Certificate
- FNP Compliance Certificate