

TENDER – MR 20/2015

PROJECT: EXCAVATION OF FOUNDATION FOR POWER POLES, WAQADRA TO MOMI

Notes:

1. Two hardcopies of the bit to be submitted.
2. Safety Plan to be included in tender bid.
3. Certification of equipment to be included in bid.
4. Safety Report for 2014 to be submitted with tender.

Site Visit Details :

- Date & Time of the Site Visit : **20/02/153; 9.00am.**
- Location : **FEA Navutu Depot**
- What is the Transport arrangement to the site. **Contractor to provide own transport.**
- Name of the FEA contact staff on the site : **Saimone Rogoimuri**
- Mobile contact of the FEA Staff on the site : **99992419**
- State whether the Tender document will be issued during the site visit : **Yes.**

FIRST SCHEDULE

A: SPECIAL CONDITIONS OF CONTRACT

1. The works shall comprise the following :
 - a) excavation of foundation/stay holes for NEW power poles along the Waqadra to Momi sub-transmission line.
 - b) Excavation to remove EXISTING power poles along the same project.

Excavation works would be required at approximately 100 locations.

Excavation work shall be carried out under a FEA power shutdown and PTW. The power shutdown shall be from 8.30am to 4.00pm.

Please enter unit rate in the table below.

Power Pole replacement		
Waqadra – Momi subtransmission line		
LUMP SUM COSTS:		
Item No.	Description	Unit cost VIP per pole
1	Excavate foundation holes for new power poles to a depth of 3m	
2	Excavate to remove existing power poles	

All work shall be completed before the completion of the designated shutdown time.

3. Work schedule

- | | |
|--|-----------------------------|
| (a) Latest date for commencement of the works: | 7 days from issue of LPO. |
| (b) Date for final completion of the works: | 3 months 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 Unit Leader Distribution Western or his designated officer.

The Project Manager/Project Engineer/Project Supervisor shall be the Construction Coordinator Western.

5. Insurance (refer clause 14)

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|---------------------------|------------|
| (a) Contractor's risk | \$500,000. |
| (b) Public Liability | \$500,000. |
| (c) Worker's Compensation | \$250,000. |

The contractor shall indemnify FEA against any claims for liability, injuries, losses, damages etc that may arise during the execution of the works.

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: | Nil |
| (b) Nature of retention fund: | N/A |
| (c) Release of retention fund: | N/A |

B: SECOND SCHEDULE

Specification for Excavation of foundation/stay holes for power poles along the 33kV Waqadra to Momi sub-transmission line

1.0 General

This specification covers the excavation of foundation/stay holes for FEA power poles along the 33kV Waqadra – Momi sub-transmission line.

2.0 Scope of Work

Work involved in this contract is broadly classified as follows :

Excavate foundation holes for new power poles to a depth of 3m
Excavate to remove existing power poles

C: **CONTRACTOR REQUIREMENTS**

1. **Tender Bid** – Contractor shall submit a firm bid clearly listing lump sum costs for all items required.
2. **Site Visit** – Contractor shall participate in a site visit which is compulsory. Bids from tenderers who do not participate in the site visit shall be disqualified.
3. **Standards** – All construction work shall be in compliance with FEA Standard Overhead Line Design & Construction Manual.
4. **Safety Plan** – The tender bid shall include a Safety Plan that will be evaluated by the FEA's HSE Unit. Tender bids with incomplete, unacceptable, or without a Safety Plan will not be considered for award.
5. **Safety Record** – Tender bid shall include a brief report on Safety performance over the last two years. The report shall include all incidents and accidents.
6. **Sub-contracting** – Subcontracting shall not be permitted, except where this is specifically presented in the tender bid, and only upon approval by FEA. Subcontractors shall be required to fulfil all requirements as if they were the contractor.
7. **Scope of works** - Work involved in this contract is broadly classified into six phases, and progress payments shall be processed accordingly.
 - i) Re-route of service mains including installation of intermediate service poles.
 - ii) Removal of poles and lines as per drawing.
 - iii) Trenching, cable installation and backfill.

- 8. **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.
- 9. **Work Program** - Contractor shall submit a work programme before starting of project. This shall be part of the contract. Work shall commence within seven (7) days after receiving an official FEA Local Purchase Order.
- 10. **Training** – Contractor shall ensure his employees have attended FEA Safety Manual Training and Pole Top Rescue Training at least once in the past 6 months, and records of this shall be submitted with the tender bid. In the event that the training has not been carried out, the Contractor shall ensure these training are carried **PRIOR** to induction for new project.
- 11. **Ground condition** – Contractors are to note that sub-soil comprises soapstone and could contain other services like Telecom Fiji Ltd, 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. **Contractor shall ensure that all employees who work on the project attend the Safety Induction. All contractor employees are to present a valid company PHOTO ID card clearly showing a current photo, employee name, employee date of birth and employee job description.**
- 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>DANGER</p> <p>PROJECT: POWERLINE CONSTRUCTION – [Description of project]</p> <p>CONTRACTOR:</p> <p>POWER LINE CONSTRUCTION WORK.</p> <p>Driver please reduces speed. Pedestrians please use other footpath/side of road</p> <p>THANKS</p>
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- 16. **Accident Reporting** – All accidents and incidents shall be reported immediately to FEA

using approved forms available in the FEA Safety Plan Template, or equivalent.

17. **Project Updates** - Contractor shall meet with FEA 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. **Tidiness** – The Contractor shall maintain the worksite in a neat and tidy condition.
19. **Fires** – No fires are to be lit at jobsites for the purpose of clearing vegetation or vegetation debris.
20. **Village Protocols** – the contractor shall comply with protocols involved in working on land owned by Indigenous Fijians to ensure smooth work progress.
21. **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.
22. **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.
23. **Portable signboards** - Portable signboards must be placed at 50m intervals.
24. **Traffic and Pedestrian Control** – The Contractor shall ensure that there is minimum disruption to the flow of traffic and pedestrian. FEA procedures on Traffic Control and Pedestrian Control shall be diligently exercised.
25. **Worksite protection** - Bollards/cone must be placed at 10m intervals.
26. **Barricades** - Open trench/pole-hole is to be barricaded on a full time basis by the Contractor.
27. **Jobsite Safety Assessment** - Contractor to carry out Jobsite Safety Assessment daily, and as and when required, and submit these to FEA on a weekly basis.
28. **Contractor HSE Compliance** - Contractor shall comply with FEA/Contractor HSE Manual at all times.
29. **Defects Rectification** – The contractor shall rectify all defects within seven (7) days as per contract.
30. **Project completion** – The contractor shall complete work on time as per contract.

31. **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 FEA 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, FEA may itself call any other person to complete the works at the Contractor’s risk and expense.
32. **Safe Work Procedure Training** - Contractor must have completed Distribution Safe Work Procedure training.
33. **FEA/Contractor HSE Manual** - Contractor shall comply with FEA/Contractor HSE Manual at all times.

D: FEA REQUIREMENT

- FEA Project Supervisor shall obtain Road/footpath opening permits.
- FEA Project Engineer shall obtain clearance from Municipal Council, Telecom Fiji Ltd, Water Supply Department, and Sewerage Department.
- FEA’s HSE Unit shall vet Safety Plan submitted by Contractor and approve after queries clarified by Contractor.
- FEA Project Engineer shall ensure that any FEA underground mains on the jobsite is clearly located, marked and identified to the Contractor.
- FEA 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.
- FEA 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.
- FEA 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	Payment upon invoice for work completed during each shutdown. Amount to be paid shall be based on unit rates agreed.	100%

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

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

This tender closes at 4:00pm, on Wednesday 25th of February, 2015.

Each tender shall be sealed in an envelope with:

The envelope bearing only the following marking:

Tender- MR 20/2015 – Excavation of Foundation for Power Poles – Waqadra to Momi.

The Secretary, Tender Committee
Fiji Electricity Authority

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 of the envelope.

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