



## **INTRODUCTION**

### **INVITATION TO TENDER MR 75/2015**

The Fiji Electricity Authority (“FEA”) invites tenders to carry out Major Oil Leak repair of the 33kV/6.6kV Transformer T2 at Suva Substation

### **DATE**

This invitation to tender (“Invitation”) is dated 2<sup>nd</sup> May, 2015

### **DOCUMENTS ENCLOSED**

The following documents (“Tender Documents”) form part of this invitation:

1. SECTION 1 SCOPE OF WORK AND SPECIFICATION

### **THE CONTRACTOR TO PROVIDE**

1. A lump sum figure with all the breakdown schedule of payments.
2. FEA will not make any advance payment.
3. FEA will pay as per payment of schedule
4. All payment will be made after invoice within 30 days
5. Insurance covers
6. Procedure to carry out oil leak repairs and application of the product if price is acceptable to fea after award letter.

### **FEA REQUIREMENT**

1. The working time shall be 0830 – 4pm daily working days only, No after hours work.
2. Retention 10% for 26 weeks
3. Duration of work by the contractor
4. Attend contractors induction workshop for all employees prior to commencement of work
5. All bidders must attend compulsory Tender site Meeting 10am, Wednesday 6<sup>th</sup> May, Suva Substation
6. Tender closes on Wednesday 20<sup>th</sup> May 2015 at 1600hrs

## **LODGEMENT OF TENDER IN SEALED ENVELOPES**

**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 20<sup>th</sup> of May, 2015.**

Each tender shall be sealed in an envelope with:

The envelope bearing only the following marking:

**Tender- MR 75/2015 – Major Oil Leak Repair for 33kV/6.6kV Transformer T2 at the FEA's Suva Substation.**

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 will be returned to the Tenderers.**

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

## **SCOPE of WORK** – 33kV/6.6kV Suva Substation Transformer T2 oil leak repair

### **A. Contractors Responsibility**

1. Identify all oil leaks
2. Carry out repair of ALL oil leak(s) with minimum removal of oil from the Transformer
3. This includes bolts and nuts, flanges, radiators, tanks, conservator tank
4. Tighten and replace where necessary all bolts and nuts relevant to repair of oil leaks with rust
5. Carry out all surface preparation works to enable oil leak repairs
6. FEA engineers approval for the application of repairs
7. Application of oil leak repairs
8. Confirm and sign-off ready to refill oil back to the transformer
9. Apply 2 coats of paint to FEA suited color to the entire transformer with high temperature resistance suited to Transformers
10. Warranty of 2 years
11. Procedure to carry out repairs
12. Duration of repair
13. Client reference list and email address contact of five successful repairs on Transformers greater than 20MVA
14. Product used and reference list where this has been applied for the last three years
15. Erection of the scaffolding is contractors responsibility
16. Supply to Recommended tools to FEA
17. Supply of product to carry out repair works
18. Train FEA staffs to carry out repair of oil leaks

### **B. FEAs Responsibility**

- i. Isolate and Earth the Transformer, make safe
- ii. Demarcate/Barricade the area for safe works
- iii. Provide Permit to Work to contractor under supervision on time 9am to 4pm on daily basis
- iv. Test for oil leak under oil pressure and confirm OK.

	<b>FEA Mandatory REQUIREMENTS for Financial evaluation</b>	
1	Business Registration Certificate ( <b>For new Contractors</b> )	√
2	Tax Payer Registration Certificate (TIN) ( <b>New Contractors</b> )	√
3	VAT Registration Certificate (If your yearly turnover is above \$100,000.00) – evidence required if your turnover is below \$100,000.00 ( <b>New Contractors</b> )	√
<b>4</b>	<b>Copy of Insurance Policies</b>	
4.1	Workers Compensation (\$250,000.00)	√
4.2	Public Liability (\$200,000.00)	√
4.3	Contractors All Risk (\$200,000.00)	√
5	Health & Safety Work Plan	√
6	Copy of HSE Certificate from Ministry of Labour.	√
7	Copy of Business Profile ( <b>New Contractors only</b> )	√

### C. Mandatory requirement and weighting for analysis

	<b>Mandatory Requirement</b>	<b>Weight (%)</b>
1	TECHNICAL specification	20%
2	Procedure	20%
3	Time required to carry out repair works	10%
4	Training to FEA staffs to carry out repair works	10%
5	Warranty Certificate Proposal – 2years	10%
6	Other successful projects/utilities with the similar type of work	5%
7	Customer listing with contact person for reference	5%
8	Product being used	5%
9	Supply of Tools to FEA to carry out oil leak repairs	15%