



**Construction, Maintenance & Refurbishment  
Works at FEA's Waiyevo Power Station,  
Taveuni**

**Tender Number: MR 113/2017**

Fiji Electricity Authority (**FEA**) is a statutory body vested with the responsibility for the provision of electricity supply throughout the Fiji Islands.

The **FEA** is hereby requesting proposals from the reputable contractors to carryout Office construction and refurbishment works for FEA's Waiyevo Power Station, Taveuni.

## **A. SPECIFICATIONS**

### **1. PRELIMINARY AND GENERAL**

The Contractor shall furnish all labor, equipment, transportation, and services as necessary to complete all refurbishment work included in the specifications.

### **2. SITE LOCATION**

Waiyevo Power Station, Taveuni.

### **3. Fiji ELECTRCITY AUTHORITY**

The contractor shall at all times comply with all Fiji Electricity Authority's HSE Regulations currently in force.

### **4. BUILDING CONDITIONS**

The contractor is advised to visit and assess the site and existing premises prior to tendering, as no claim will be allowed on the grounds of ignorance of the conditions existing.

### **5. WORK PLAN**

The contractor shall prepare a Work Programme, Work Safety Plan/Risk Assessment Plan in accordance and shall submit the plan to the Property Officer for his approval before commencing with work on the site.

## **B. OTHER RELEVANT INFORMATIONS**

### **1. SITE SAFETY MANAGEMENT SYSTEM**

**The contractor shall at all times comply with all Fiji Electricity Authority's HSE Regulations currently in force. The contractor is to obtain all approvals from Ministry of Labour for any scaffolding to be used on the site. All PPE's and other safety equipment's will be checked by FEA's Health and Safety Department (HSE) to confirm if they are in compliance with the relevant current safety standards. No work shall commence prior to approvals given from FEA's HSE Department.**

## **2. ENVIRONMENTAL CONTROL**

Comply with all environmental protection provisions in the Contract and the requirements of any statute, by-law, standard and the like related to environmental protection.

## **3. PROTECTION OF PEOPLE AND PROPERTY**

The contractor shall keep all persons (workers) under control and within the boundaries of the site. He will be held responsible for the care of the existing premises and works generally until completion.

## **4. DURATION OF WORK**

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

## **5. STORAGE ON SITE**

Store materials and equipment on site to prevent damage to site and minimize hazards to persons, materials and equipment. Keep storage area neat and tidy.

Take proper precautions to keep poisonous and other injurious substance in place secured against access by unauthorized persons.

## **6. DAILY DIARY REPORTS**

Progress reports shall be submitted daily on the forms provided by the Property Officer.

## **7. CARE OF THE WORKS, ETC**

The contractor shall keep all persons under control and within the boundaries of the site. He will be held responsible for the care of the existing premises and works generally until completion.

## **8. CLEARING AWAY**

The contractor shall take down and clear away all plant and temporary work and make good. The contractor shall remove all existing rubbish and debris and surplus materials from the site as they accumulate and at completion; and clean all surfaces, including those of the affected portions of the existing premises, internally and externally, and leave the works clean and to the satisfaction of the Property Officer at completion.

## **9. FEA CONTACT PERSON**

The FEA's contact person for the project will be the Property Officer.

## 10. TOBACCO /ALCOHOL/DRUG FREE ENVIROMENT

FEA maintains tobacco, alcohol, drug free environment. Any personnel of the contractor found violating the policy will be requested to remove the product and themselves from the sites. Offensive language or actions are not acceptable. The FEA shall have the absolute right to require replacement of any employee the FEA deems objectionable to work on FEA premises.

## 11. INSURANCE REQUIREMENTS

The Contractor shall be solely responsible for all respective insurance cover of person, tools, equipment involved in carrying out the Works.

The Contractor must obtain and maintain respective insurance cover at all relevant times sufficient to cover any loss or costs that may be incurred and for which the Contractor is liable in connection with the contractual works, including:

Contractors All Risk	\$500,000.00
Public Liability	\$500,000.00
Workmen's Compensation	\$250,000.00

## 12. Site Visit

- a) All interested bidders must attend a **compulsory** site visit as follows:

Location	Date	Time	Contact Person
Waiyevo Power Station, Taveuni	31/05/2017	1.00pm	Shifaan Ali – 999 2401

- b) All tenderers shall inspect and examine the site, its surroundings, and shall satisfy him before submitting his tender, as to the nature of the work and necessity for the carrying out the contract work.

### 13. Scope of Works

<b>1.0 General Conditions</b>	<b>Bid Price</b>  <b>FJD \$ VIP</b>  <i>(all items to be quoted)</i>
<p>1.1 The FEA approved contractor must ensure that the Building Maintenance work and any further additional works required here within – must be carried out in compliance to the National Building Code of Fiji, for Cyclone Certification works, for the Waiyevo Power Station Buildings, and must take under consideration, that there will be no further variation costs involved during commencement of the contract period or the approved contractor must be liable for any variations.</p> <p>The Approved Contractor must ensure that any damaged caused to its existing infrastructure and premises should take the responsibility to repair and be liable for damages, and also that its employees are working under OHS regulations ensuring safety at all times.</p> <p>The contractor to closely coordinate with the relevant authorities for the compliance and standards required, and update all the progress activities to the Properties Officer or the assigned officer.</p> <p>The Approved Contractor must ensure that only treated A-Graded Timber to be used. All timber material structure to be painted with oil based paint and concrete structure with Water based paint.</p> <p>All roof sheets and screws shall be compliant to relevant Australian Standard and National Building Code of Fiji.</p>	

## Scope of Works – Waiyevo Power Station

<b>Item No</b>	<b>Item Description</b>	<b>RATE V.I.P</b>
<b>1.0</b>	<b>General Refurbishment, Painting, Repair and Maintenance Works</b>	
<b>1.1</b>	Replace any damaged roofing iron, screws, ridge cap, flashing and mountings with new ones - to match existing, ensuring that all gaps are to be properly sealed with waterproofing sealants to prevent leakages. Check, inspect and carry out any repairs to the Rafter and Purlins if required.	
<b>1.2</b>	Allow for repair works to any damage or defective interior walls. Allow for repair works to any damage or defective Ceilings. Allow for repair works to any damage or defective wall & ceiling skating. Double wall the entire office areas using ply board to match to existing.	
<b>1.3</b>	Chemically clean the entire surface with Moss and Mould killer – to prepare the surface for painting. Remove all cob webs. Plaster all cracks properly. Paint the interior and exterior building walls and other structures. Apply single undercoat and two finishing coat to walls, frames, facier, eaves, ceiling, doors, window frames, hurricane shutters to match FEA selected colours. Interior & exterior painting works to match FEA selected colours using Apco Weather Block Paint System.	
<b>1.4</b>	Allow for replacement of guttering's and water downpipes at both end of the building, angled to the Drainage line. All existing Guttering's to be replaced by at least 200mm x 150mm gutters (or match to as existing on site) with downpipes 80mm.	
<b>1.5</b>	Replace any broken glass, missing blades, Mosquito netting & screens, frames or windows and repair all damaged windows, window frames and rails where necessary.	
<b>1.6</b>	Allow for repair/ replace and repaint all doors, door mechanisms (door closures) and door frames.	
<b>1.7</b>	Construct tables using 30mm ply board with a sitting capacity for 10 individuals. The table must have proper bracing and support and must	

	be stained and varnished to mahogany finish.	
<b>1.8</b>	Carry out painting of floor marking using yellow pavement paint to indicate directions, walkways and other safety areas. Paint the stairs to match to existing colour and make good to any defects.	
<b>1.9</b>	Remove the existing washroom structure and walls from the building. Break open all walls and convert into one Office space for Network staff. Tile the entire office floor with 600 x 600 mosaic tiles as per colour and design selection by FEA. Allow for sufficient window provisions. All window framings should be of aluminium.  Install a workstation along the walls using 30mm ply board structure (800mm width and 750mm high). The workstation should have space for four (4) staff with PC's and two (2) by lockable drawers for each.	
<b>TOTAL OF BILL 1</b>		

<b>Item No</b>	<b>Item Description</b>	<b>RATE V.I.P</b>
<b>2.0</b>	<b>Office Construction for Team Leader Network</b>	
<b>2.1</b>	Construct an Office measuring 3.0m x 2.0m on the ground floor. All exterior walls to be made using 6mm exterior ply fixed to timber framing. Interior walls to be of 4mm interior ply. Tile the Office using 300 x 300mm mosaic tiles as per colour and design selection by FEA. Allow for sufficient window provisions and 1 x door with proper dead lock.	
<b>2.2</b>	Construct a table using 20mm ply board measuring 1.00m x 1.80m with castors and two (2) by lockable drawers. Construction of cupboards along the wall.	
<b>TOTAL OF BILL 2</b>		

Item No	Construction of a new Toilet Block	RATE V.I.P
3.0	<p>Construct a toilet block beside Waiyevo Network Building with a proper septic tank and soakage pit to cater for 15 to 20 people. The block should have one shower area and one toilet area.</p> <p>Construct the entire structure using 6" concrete blocks. Allow for proper footing measuring 300 x 400 using 4 D-12 bars and C-rings at every 150 crs. Use D12 starter bars in every block hole. D16 bond beam to be at every third row. All block holes and top beam to be filled using proper concrete. <b><i>NB – Design and size for the washroom to be confirmed during the compulsory site visit.</i></b></p>	
3.1	<p>Supply and install roofing iron, purlins, rafters, facier boards and skirtings. Roofing iron to be screwed using cyclonic approved screws and the entire washroom is to be painted with one coat of undercoat and 2 coats of weather block finish paint as per FEA colours given.</p> <p>Install shower system, caroma toilet pan and cistern, floor and wall tiles, hand basin and wash tub, toilet roll holder. The two doors for the Washroom to be made using good quality timber and have good quality locks on each of them, preferably dead lock. All timbers used must be treated and dressed.</p>	
3.2	<p>Allow for window provisions in the washrooms. Use aluminum louvre frames. Carryout general plumbing works and make the washroom area operational.</p> <p>Allow for electrical power point and light installations.</p> <p>Construct a reasonably sized footpath from the Network Building to the washroom area. The footpath area to be covered appropriately.</p>	
	<b>TOTAL OF BILL 3</b>	



Item No	Item Description	RATE V.I.P
<b>4.0</b>	<b>Electrical Works</b>	
4.1	Supply and installation of power points complete with wiring. (Clipsal brand)	
4.2	Supply and installation of 4 feet tube lights with frames (Clipsal brand)	
4.3	Supply and installation of lights in the washroom (Clipsal brand)	
4.4	Supply and installation of all necessary circuits (Clipsal brand)	
	<i><b>NB- All electrical works shall only commence after seeking FEA approval and all works to be done according to FEA current safety standards.</b></i>	
<b>TOTAL OF BILL 4</b>		

Item No	Item Description	RATE V.I.P
<b>5.0</b>	<b>Other Services</b>	
5.1	Supply and install 1 x 9,000 BTU Inverter Daikin Brand aircon unit in Team Leader Generation's Office	
5.2	Supply and install 1 x 9,000 BTU Inverter Daikin Brand aircon unit in Team Leader Network's Office	
5.3	Supply and install 1 x 26,000 BTU Inverter Daikin Brand aircon unit in Generation Office	
5.4	Supply and install 1 x 22,000 BTU Inverter Daikin Brand aircon unit in Network Office	
	<i><b>NB - Respective contractor to state the warranty on the air conditioning units</b></i>	
5.5	Supply and install a white board (~2.0m x 2.0m)on training area wall	
<b>TOTAL OF BILL 5</b>		

Item No	Item Description	RATE V.I.P
<b>6.0</b>	<b>Transportation &amp; Accommodation</b>	
6.1	Please provide transportation and accommodation costs for the entire Project	
<b>TOTAL OF BILL 6</b>		

Item No	Item Description	RATE V.I.P
<b>7.0</b>	<b>Establishment/Dis-establishment</b>	
6.1	Please provide Establishment and Dis-establishment costs	
<b>TOTAL OF BILL 6</b>		

**TENDER CHECK LIST**

*(To be filled and accompanied with the Tender Proposals/Documents)*

**Tender Specification Form**

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

Tender Invitation and Acceptance Terms & Conditions of the Tender

The following information has to be filled by the bidder and submitted with Tender Documents:

1. Company Name: \_\_\_\_\_
2. Director/Owner(s): \_\_\_\_\_
3. Postal Address: \_\_\_\_\_
4. Phone Number: \_\_\_\_\_
5. Fax Number: \_\_\_\_\_
6. Office Location: \_\_\_\_\_
7. TIN Number: \_\_\_\_\_
8. Company Registration Number: \_\_\_\_\_
9. FNPF Employer Registration Number: \_\_\_\_\_
10. Number of Branches & Locations: \_\_\_\_\_
11. Years of Experience: \_\_\_\_\_

I declare that all the above information is correct.

Name: \_\_\_\_\_ Position: \_\_\_\_\_ Sign: \_\_\_\_\_

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

**Information required for this Tender Check List** (*Please Tick & Enter the page number of the Submission*)

- |   |               |
|---|---------------|
| <input type="checkbox"/> Company Profile (Including Director(s) Owner(s)) | Page NO._____ |
| <input type="checkbox"/> Certificate of Business Registration             | Page NO._____ |
| <input type="checkbox"/> Business License                                 | Page NO._____ |
| <input type="checkbox"/> TIN Number                                       | Page NO._____ |
| <input type="checkbox"/> Vat Registration                                 | Page NO._____ |
| <input type="checkbox"/> FNPF Registration Number                         | Page NO._____ |
| <input type="checkbox"/> Evidence of Workman Compensation Insurance Cover | Page NO._____ |
| <input type="checkbox"/> Evidence of Public Liability Insurance Cover     | Page NO._____ |
| <input type="checkbox"/> HSE Certification & Policies                     | Page NO._____ |
| <input type="checkbox"/> Previous Work Experience/Customer Reference      | Page NO._____ |
| <input type="checkbox"/> Knowledge & Expertise of Staff                   | Page NO._____ |
| <i>(Key Employee Profile. Curriculum Vitae....etc)</i>                    |               |
| <input type="checkbox"/> Cost Proposal                                    | Page NO._____ |
| <input type="checkbox"/> Description & Quality of Product/Service         | Page NO._____ |
| <input type="checkbox"/> Price Validity of Product/Service                | Page NO._____ |
| <input type="checkbox"/> Warranty/Guarantee of Product/Service            | Page NO._____ |
| <input type="checkbox"/> Other Information Regarding this Tender          | Page NO._____ |

***To be filled and accompanied with the Tender Proposal Documents***

## **Submission of Tenders**

**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 7th June, 2017.**

Each tender shall be sealed in an envelope with:

The envelope bearing only the following marking:

**Tender- MR 113/2017 - Construction, Maintenance& Refurbishment Works at  
FEA's Waiyevo Power Station, Taveuni**

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. (Bids via e-mail or fax will not be considered).**

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