

REQUEST FOR PROPOSAL (RFP)



MR173/2017

Metering Test Equipment

Metering Test Equipment

1. Purpose and Description

The Fiji Electricity Authority (FEA) is requesting proposals for the supply of the following test equipment together with all user software, licenses, drivers (compatible with windows 7), equipment manual, carry case, communication cables & connectors and any training that is necessary for the proper use and maintenance of the test equipment. All optional peripherals are to be itemized in the RFP under the specific test equipment inclusive of the pricing.

A. Digital Clamp Meter (Three Units)

It is expected that the test equipment shall assist the utility in maintaining the integrity of its revenue metering system including, but not limited to:

1. Digital Clamp Meter

- Measuring real, reactive and apparent power
- Power factor measurement for single and three phase configuration
- Phase detection (RST)
- Measure peak current and frequency values
- Harmonic component measurement
- Power supply fluctuations

2. Item Overview

FEA is requesting proposals for industry standard metering class test equipment. It is not necessary for a single bidder to be able to supply this test equipment, a bidder may propose to supply just one test equipment using the format outlined in this RFP. The Technical specifications for our requirements are listed in Section 5, however, vendors are encouraged to propose test equipment they deem to be more advanced or of a higher quality than the one sought in this RFP.

3. Eligibility Criteria/Pre-qualification of the Bidder

The supplier should be an authorized dealer or manufacturer of the test equipment and be able to provide after sales support and training on the equipment if required. The vendor must also enclose details of locations where the equipment shall be recalibrated or repaired and the cost for the same.

The vendor must also include:

1. Introduction and history of the firm.
 2. A complete listing of customers, including contact information. FEA reserves the right to contact any submitted customers at any time and without advance notification to the Vendor.
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4. Evaluation criteria of the qualified Bidders:

Description	Weight
1. Compliance to Requirements Checklist	50 %
2. Proven ability of vendor to supply the requirements	20 %
3. Experience in providing after sales support to a pre-arranged degree of Satisfaction Level/s.	20 %
4. Pricing	10 %

5. Equipment Requirement/Specifications

The Following Requirement and features have been identified for inclusion in the desired Test Equipment. The response should be in the following format:

- Enter "Y" if the feature is included as part of the standard package.
- Enter "N" if the feature is not available.
- Enter "M" if additional module which is available is required; please include the estimated cost of any additional module.

Metering Test Equipment

Table 1 – Digital Clamp Meter

Requirements / Features	Rating (Y, N, M)	Response
Digital Clamp Meter		
LCD display		
True RMS value measurement		
Effective input current (1amp to 1000amp)		
Maximum AC voltage 600volts		
600kW max measurement per phase		
Clamp size (20mm x 80mm busbar & 55mm dia.		
Measurement of active, reactive and apparent power		
Phase detection (RST)		
Power factor measurement for single & three phase		
Frequency measurement upto 100Hz		
Check power supply voltage & current fluctuation		
Record peak value fluctuation		
Battery capacity display		
Auto power "Off"		
Data output to PC (Compatible to Windows 7)		
Measure % THD		
Harmonic measurement upto 20th harmonic		

All proposals submitted must ensure that the above mentioned criteria are met.

6. Delivery

The selected supplier maybe required to deliver all hardware and software (with inside delivery specified) to the FEA Head Office, located at 2 Marlow Street, Suva, Fiji. Please specify the delivery period in the bid.

7. Bidder Submittals

Please indicate on your submittal if you meet all the requirements and guidelines specified in this document. Your submittals should include the following as a minimum:

- Proposal for Supply of Product and/or Services
- Customer References where similar product has been supplied
- Hardware/Software Certifications
- Test Equipment Technical Data sheet & User Manual
- Product warranty
- Delivery period

The Proposal for Supplies or Services must clearly itemize all costs. The cost should include the following but not limited to:

- Hardware cost including any optional peripherals
- Software cost
- Training cost in Suva, Fiji
- Recalibration & Maintenance cost
- Air Freight cost to Suva, Fiji

Bidders must submit proposal as Option 1 complying with the specifications in Section 5 which is mandatory. Any other selection or product proposed/offered by the bidder which is better and gives more value for money, such options may be submitted as Option 2, 3 etc.

Metering Test Equipment

8. Submission of Enquiry / Requirements

1. All enquiries should be directed to:
The Secretary, Tender Committee
Fiji Electricity Authority
Email: TDelairewa@fea.com.fj
Phone: +679 3224185
Address: Private Mail Bag, Head Office, #2, Marlow Street, Suva

2. The tender must be enclosed in a sealed envelope or package and clearly be marked as follows:
Tender- MR 173/2017 Supply of Metering Test Equipment

**The Tender Committee
Fiji Electricity
Authority Private Mail
Bag
Head Office, 2, Marlow Street
Suva**

- a) The tender is to be placed in the tender box that is located at the Supply Chain Office at the FEA Head Office, 2 Marlow Street, Suva, Fiji. Provide one (1) electronic copy of the complete Tender on disk in PDF and Word 2010 format. The electronic copy must be loaded on a DVD / CD. In addition two (2) hard copies of the tender bids in sealed envelope shall be deposited in the tender box.

 - b) 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)

 - c) A complete electronic submission to be uploaded onto the following website <https://www.evaluate.com.au/etb/fea> before the due date and time.
3. No proposer will be allowed to withdraw his proposal for any reason whatsoever after the RFP's have been opened.

9. Amendment of RFP

The FEA may, at its sole and absolute discretion, vary, add to, or amend the terms of this RFP, including the nature and/or scope of the products and/or services required under this RFP; and any other subject matter to which this RFP relates.



Metering Test Equipment

10. Cancellation/Termination of RFP

The FEA may, at its sole and absolute discretion, cancel, suspend, terminate or abandon part or the whole of this RFP, at any time prior to the execution of a formal written agreement without any liability.

11. Due date for Tenders

Tenders received after the closing date of 4:00pm, on Wednesday 22nd November, 2017 will not be considered.



Metering Test Equipment

Schedule A - 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 organisation Chart			
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.			
Total current employees :			
Sales Turnover	2011	2010	2009
Net profit before tax	2009	2010	2011



Metering Test Equipment

Schedule B - Customer Details of the Bidder

Details to be submitted by the Bidders about their past experience with successful customers/organizations:

Experience of similar Test Equipment Supply
Client Name:
Client address:
Client contact / reference person(s): <i>Name</i> <i>Address - if different from above</i> <i>Telephone</i> <i>Facsimile</i>
Mobile Phone:
Email address:
Equipment Supplied:
Equipment supply date:

Schedule C - Pricing Summary

Description	Quantity	Cost
Hardware Cost (itemize optional peripherals separately)		
Software Cost		
Recalibration & Maintenance Cost		
Equipment Training Cost in Fiji (Subject to 15% Withholding tax)		
Air Freight cost to Suva, Fiji		
Total		

END

Tender Submission - Instruction to bidders

It is mandatory for Bidders to upload a copy of their bid in the **TENDER LINK** Electronic Tender Box no later than **4:00pm, on Wednesday 22nd November, 2017**

To register your interest and tender a response, view 'Current Tenders' at: <https://www.tenderlink.com/fea>

For further information contact The Secretary Tender Committee, by e-mail TDelairewa@fea.com.fj

In addition, hard copies of the tender, one original and one copy must be deposited in the tender box located at the FEA Head Office, 2 Marlow Street, Suva, Fiji no later than **4:00pm, on Wednesday 22nd November, 2017**- Addressed as

**Tender – MR 173/2017 Supply of Metering Test Equipment
The Secretary Tender Committee
Fiji Electricity Authority
Head Office
Suva
Fiji**

- **Hard copies of the Tender bid will also be accepted after the closing date and time provided a soft copy is uploaded in the e-Tender Box and it is dispatched before the closing date and time.**

Tenders received after **4:00pm** on the closing date of **Wednesday 22nd November, 2017**

- will not be considered.
- Lowest bid will not necessarily be accepted as successful bid
- **It is the responsibility of the bidder to pay courier chargers and all other cost associated with the delivery of the hard copy of the Tender submission including any Duties/Taxes. Hard copies of the Tender submission via Post Box will not be considered.**