



Expression of Interest

Supply of an Electric Car
Engine capacity equivalent
1.6L

Information

Background FEA is seeking expressions of interest from reputable Companies to supply an Electric Car.
FEA will shortlist respondents and invite them for a presentation to the FEA Management on the product & services that they offer.
Please do not submit any price proposal at this stage.
FEA and the successful supplier will collaborate closely to minimise total supply chain costs and share the savings.

Expected Schedule Issue Date: **14/12/2017**
Closing time for responses: **1600 hrs (4.00pm) on 03/01/2018.**
Evaluations are expected to begin shortly after the closing date.
Respondents will be notified on the status of the EOI within a reasonable time after a decision is made on this EOI.

Documents This document describes the requirements of FEA for this EOI and should be completed and returned as the main submission. There are no other documents.

How to submit a EOI Complete all of the schedules in this document.
Do not alter the format of the document. Submit your expression of interest marked “EOI – **Supply of an Electric Car**” to the Secretary Tender Committee, Head Office, Suva.

Invalid EOI Responses will be considered invalid and rejected if any of the conditions below are true:
1) All schedules are not completed
2) The EOI is not submitted as described in the section “How to submit an EOI.”

Clarification If this EOI needs any clarifications, he or she is to contact the General Manager Commercial on Email-TDelairewa@fea.com.fj or e-mail on **tenders@fea.com.fj**

Name and address of Purchaser Fiji Electricity Authority
2Marlow Street,
Suva
Private Mail Bag, Suva, Fiji Islands

Selection Criteria

- i) The selection criteria and weightings will be in accordance with the bidder's specification and details provided in their submission.
- ii) Many factors will contribute to the assessment of responses and information supplied in response to various sections of the Specification will contribute to the assessment.

Conditions of Responding

- EOI Documents**
- 1) Two set of the documents (One original & one copy) is to be deposited in the in the Tender Box at FEA Head Office Suva. .
 - 2) Responses are to be submitted in normal standard are to be accompanied by the full documents with all Schedules duly completed together with all additional information. In addition to all information, which the specification requires to be included with the response, Respondents may also include any additional information and specification, which they consider necessary to explain and support their response.
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- Lodgement of Responses**
- 1) Refer to EOI Clause as attached.
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- Accuracy**
- 1) No alterations to the response shall be made after the closing date. The Purchaser accepts no responsibility for the accuracy of any documents.
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General Conditions

General

Respondents shall be deemed to have:

- 1) Examined the EOI Documents and any other information available in writing to respondents.
 - 2) Examined all further information relevant to the risks, contingencies, and other circumstances having an effect on their response, which is obtainable by the making of reasonable enquiries.
 - 3) Satisfied themselves as to the correctness and sufficiency of their responses, and of all matters and things necessary for the due and proper performance and completion of the services described therein.
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No Assignment

- 1) This response is not assignable or transferable by the respondent or the legal personal representative of the respondent without the prior written consent of the Principal.
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Sub-Contracting

- 1) Respondents shall state if it is their intention, if successful, to sub-contract any portion of the services offered.
 - i) Respondents shall provide at least the following details of the proposed sub-contractor in the appropriate schedule:
 - (a) Name and address of Sub-contractor
 - (b) Location of the sub-contractor
 - (c) Number of people employed
 - (d) Quality Assurance status of proposed sub-contractor; and
 - (e) Relevant experience
 - (f) Response time to calls
 - ii) Respondents shall guarantee that all services provided by sub-contractors and furnished under this EOI shall be free from deficiencies in design, performance.
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Ownership Of Responses

- i) All documents, materials, articles and information submitted by the respondent as part of or in support of a EOI shall become upon submission the absolute property of the Principal and will not be returned to the respondent at the conclusion of the EOI process, provided that the respondent shall be entitled to retain copyright and other intellectual property rights therein, unless otherwise provided in the EOI.
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Evaluation of EOI's Capacity

- 1) Respondents that cannot demonstrate sufficient capacity to fulfil the EOI will not be considered.

- 2) The Principal reserves the right to inspect the premises/facilities of any respondent for the purposes of determining its ability to fulfil the EOI.
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**Product
Applications**

- 1) **The respondents must include detail applications and functionalities of the Product & Services that they intend to offer to FEA. Upon being shorted listed, the respondents will be invited to do a presentation of their Product to FEA.**
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Schedules

Schedule 1 Form of EOI

.....
**(Name of Submitter)
Held**

.....
Official Position

Of _____
(Name of person or company)

At _____
(Address of Registered Office)

Hereby express interest in becoming preferred suppliers to fea based on this document:

We have examined the Conditions of EOI, Employer's Requirements, Schedules and Specifications. We have understood and checked these documents and take full responsibility for them.

If our offer is accepted, we will commence the negotiations as soon as reasonably possible after receiving the notification from FEA.

We understand that FEA is not bound to accept the lowest or any response received.

.....
Company No. (ACN):

.....
Business No. (A.B.N):

.....
Additional responses are contained in the following documents. We understand that additional documents will not be considered part of the primary response.

Document Name	Purpose

Schedule 2 Supplier Details

**General
Company
Information**

Company Type:
 Company Annual Turnover Last Financial Year:
 Company Primary Line of Business:
 Year Company Formed:
 Safety Record:
 Total Company Staff:
 Management and Quality systems in Place:
 Insurance Companies providing liability cover:

Key Staff

Name	Position	Skills	Qualifications	Experience	Professional Memberships

**Reference
Companies**

Respondents should provide at least three appropriate reference companies.

Company	Contact Person	Phone Number	Email	Comment

**Other
Company
Information**

Respondents should provide any more relevant information about their companies that they wish to have considered.

Schedule 3 Value Add Services

Technical Support

Respondent should provide full detail and specification of the Electric Car and what technical support will be available to FEA to make better use of supplier's Product and services. Please specify if phone, email, or websites are available.

Comment:

Call Response Time

Respondents should indicate the response time to attend calls and queries.

Comment:

Training

The respondents must clearly outline the training provisions of their product to FEA team if applicable.

Comment:

Documentation

Sufficient documentation to support testing, commissioning, operation and maintenance must be supplied.
The documentation shall be in English.
Pamphlets and standard documentation should be appended, but will not be considered to be part of the primary response.

Comment:

Efficiency

Details of efficiency of the Product & services

Comment:

Installation

Installation of the Product & Service to FEA (**If Applicable**) - Please provide details.

Comment:

Commissioning

Please provide details for commissioning of the System. (**If Applicable**)

Comment:

Schedule 4 Technical Specifications

Innovation

Please provide details on the system innovations.

Comment:

**Standard
Compliant**

The provide details of any standards (if any) that your product & services comply with

Comment:

**General
Availability**

General Availability (GA) of the product in the market.

Comment:

Range available

Product range / capability

Range:

**General
Comments**

Add any other relevant information that the respondent wish's to be considered pertaining to his / her EOI.

Comment:

Appendices

Background Information about Fea and Fiji

Disclaimer

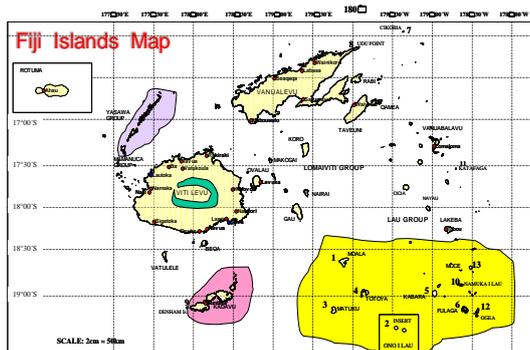
This section is provided for information only. FEA does not warrant the accuracy of the information.

The Country

Fiji consists of 332 islands and atolls with a total land area of 1,830,000 hectares (ha) of which the two larger islands, Viti Levu and Vanua Levu, account for 1,600,000 ha, or 87% and support 80% of the population of 772,000. The urban population represents 46.4 % of the total population.

FEA provides electricity services to most parts of the country especially in the Viti Levu and Vanua Levu area.

The Map below shows the entire Fiji Island.



Map of Fiji

The Company

Fiji Electricity Authority (FEA) is a government owned company solely responsible for supplying power throughout the Fiji Islands. Power is supplied through Hydro and Diesel generators located in different parts of Fiji.

Operational Organisation

The operations of the company are organized into three geographically defined divisions, which correspond to the national administrative divisions. These divisions are:

- Central/Eastern based in the capital, Suva
- Western based in the city of Lautoka
- Northern based in the town of Labasa

Suva and Lautoka are on the island of Viti Levu while Labasa is the commercial centre of the island of Vanua Levu.

Submission of EOI

Two (2) hard copies of the EOI Document 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 the EOI Document must be paid by the bidders.

This EOI closes at 4:00 p.m. (16.00hrs Fiji time) on Wednesday 3rd January 2018

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

EOI 03-2017 - Expression of Interest (EOI) – Supply of an Electric Car – Engine Capacity equivalent to 1.6

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 EOI, 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**
- **FNPF Compliance Certificate**