



FIJI ELECTRICITY AUTHORITY

BIDDING DOCUMENT

MR 79/2018

**PREFERRED SUPPLIER FOR THE HIRE OF
EXCAVATOR
TAVEUNI**

Section 1. Instructions to Bidders

- 1. Scope of Bid** The Fiji Electricity Authority (hereinafter referred to as "the Employer"), wishes to receive bids for supply of Excavator and Rock Breaker on hire basis as specified in these bidding documents.
- 2. Eligible Bidders** This Invitation to Bid is open to bidders who have sound financial background and have previous experience in this area.
- 3. Cost of Bidding** The bidder shall bear all costs associated with the preparation and submission of its bid and the Employer will in no case be responsible or liable for those costs.
- 4. Deadline for Submission of Bids** Bids must be received by the Employer at the address specified above no later than **1600 hours (Fiji Time) Wednesday 28th February, 2018.**

The Employer may, at its discretion, extend the deadline for submission of bids by issuing an addendum, in which case all rights and obligations of the Employer and the bidders previously subject to the original deadline will thereafter be subject to the deadlines extended.
- 5. Late Bids** Any bid received by the Employer after the deadline for submission of bids prescribed will be rejected and returned unopened to the bidder.
- 6. Employer's Right to Accept any Bid and to Reject any or all Bids** The Employer reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of Contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the Employer's action.
- 7. Notification of Award** Prior to expiration of the period of bid validity prescribed by the Employer, the Employer will notify the successful bidder by fax/email, confirmed by registered letter, that its bid has been accepted. This letter (hereinafter and in the Conditions of Contract called the "Letter of Acceptance") shall name the sum which the Employer will pay the Contractor in consideration of the execution, completion and maintenance of the Works by the Contractor as prescribed by the Contract (hereinafter and in the Conditions of Contract called "the Contract Price").

The notification of award will constitute the formation of the Contract.

Upon the furnishing by the successful bidder of a performance security, the Employer will promptly notify the other bidders that their bids have been unsuccessful.

8. Signing of Contract Agreement

At the same time that he notifies the successful bidder that its bid has been accepted, the Employer will send the bidder the Form of Contract Agreement provided in the bidding documents, incorporating all agreements between the parties.

Within 7 days of receipt of the Form of Agreement, the successful bidder shall sign the Form and return it to the Employer.

9. Corrupt or Fraudulent Practices

The Employer requires that the Contractor observe the highest standard of ethics during the procurement and execution of such contracts. In Pursuance of this policy, the Employer:

(a) defines, for the purposes of this provision, the terms set forth below as follows:

(i) "corrupt practice" means behavior on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves and/or those close to them, or induce others to do so, by misusing the position in which they are placed, and it includes the offering, giving, receiving or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; and

(ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Employer, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Employer of the benefits of free and open competition;

(b) The FEA will reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

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Technical Specifications for Excavator

1. General Description

The preferred supplier is to supply the Fiji Electricity Authority with Excavator services on hire basis. The bidder's proposal shall address all specification and shall include sufficient information and supporting documentation in order to determine compliance with this specification without further necessary inquiries.

FEA is looking to award this tender for preferred suppliers for a period of 2 years to provide:

- Hire of Excavator

2. Technical and Financial Evaluation

i. Excavator

Excavator					
FEA Recommended	Weight	Cartage (Per Kilometre)	Working Hourly Rate	Standby Hourly Rate	Minimum Working Hours
Excavator	12 Ton				

2. OHS Certification

The Excavator shall be OHS Certified. It is **mandatory** for this certificate to be provided with the Tender Bid. Necessary documentation shall be submitted as evidence by bidder to ensure compliance.

3. General Requirements

The following details are to be also submitted with the tender bid:

- Excavator Driver details (Name, FNPF number, Years of Employment, years of experience etc.)
- Driver Experience relative to power line maintenance (minimum 2 years)
- PPE details of Driver
- License details of driver (ID card copy to be provided)
- Excavator Wheel Tax expiry details

It is mandatory to provide details of Excavator driver and company experience with respect to working near FEA Underground High Voltage Cables and Network Assets. Failure to provide such details and inexperience may result in bidder being disqualified for award of tender.

4. Insurance

- Contractor's Risk \$500,000
- Public Liability \$500,000
- 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.

5. General Information

1	Name and Address of the Bidder:	
2	Contacts:	
3	Telephones:	
4	Fax:	
5	E-Mail:	
6	Mobile No:	
7	Name of Chief Executive Office and Telephone No:	
8	Sales Tax/Commercial Tax/CST nos.	
9	Service Tax No.	
10	Income Tax No.	

Note:

- The Excavator must be Available on Weekday and Weekends after 48hours of notice from FEA personnel.
- The Excavator may also be called on short notice during emergency
- No charge shall be levied on FEA in the event the work scope for the Excavator has been cancelled due to unforeseen circumstances or cancellation of planned power shutdown program
- The supplier must provide PPE for their drivers and road cones for the Excavator
- The supplier must comply to all FEA rules, regulations and standards while working for FEA under the contract

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 **4:00 p.m.** (16.00hrs Fiji time) on **Wednesday 28th February, 2018**

Each tender shall be sealed in an envelope with:

The envelope bearing only the following marking:

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Preferred Supplier for the Hire of Excavator in 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 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**