



FIJI ELECTRICITY AUTHORITY

BIDDING DOCUMENT

**Replace Fence and Gates at 132kV Vuda
NCC Substation**

INVITATION FOR BIDS

Date: 10th March, 2018

Tender No: MR 106/2018

The Fiji Electricity Authority ("the Employer") invites sealed bids from eligible Civil Construction bidders for Upgrading of Existing Parameter Fence, Rust Works and Upgrading of Entry/ Exit Gates at Vuda NCC Substation in the Western region of the main island, Vitilevu. All works shall be undertaken to Fiji National Building Code, National Fire Authority (NFA) Requirements and relevant IEC/BS/ASNZ standards.

Bidders may obtain further information from, and inspect and acquire the bidding documents, at

Vuda NCC Substation – CIVIL CONSTRUCTION
Tuvitu Delairewa
General Manager Commercial
2 Marlow Street,
Suva, FIJI.
Phone: 679 3224 185
Facsimile: 679 331 1882
Email: TuvituD@fea.com.fj

A mandatory site visit is scheduled at 10am on Tuesday 13th March, 2018 at Vuda NCC Substation.

All bids must be delivered to The Secretary, Tender Committee, 2 Marlow Street, Suva, Fiji, Phone: (679) 3224 185, Facsimile: (679) 331 1882 Email: TDelairewa@fea.com.fj at or before 1600 hours Fiji Local times on Wednesday, 28th March, 2018.

Instructions to Bidder

Section 1. Instructions to Bidders

- 1. Scope of Bid** The Fiji Electricity Authority (hereinafter referred to as "the Employer"), wishes to receive bids for Fence Upgrading and Rust Treatment Works at Vuda NCC Substation as defined in these bidding documents (hereinafter referred to as "the Works").
- The successful bidder will be expected to complete the Works within **4 Weeks** from the date of commencement of the Works.
- 2. Eligible Bidders** This Invitation to Bid is open to bidders who have sound financial background and have previous experience in handling such civil projects.
- Bidders shall provide such evidence of their continued eligibility satisfactory to the Employer as the Employer shall reasonably request.
- Bidders shall not be under a declaration of ineligibility for corrupt or fraudulent.
- 2. Eligible Materials, Equipment and Services** The materials, equipment, and services to be supplied under the Contract shall have their origin from reputable companies from various countries and all expenditures made under the Contract will be limited to such materials, equipment, and services. At the Employer's request, bidders may be required to provide evidence of the origin of materials, equipment, and services.
- 3. Qualification of the Bidder** To be qualified for award of Contract, bidders shall submit proposals regarding work methods, scheduling and resourcing which shall be, provided in sufficient detail to confirm the bidder's capability to complete the works in accordance with the specifications and the time for completion.
- 4. 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.
- 5. Site Visit** The bidder is advised to visit and examine the Site of Works and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the bid and entering into a contract for the design-build and completion of the Works. The costs of visiting the Site shall be at the bidder's own expense. The pre-bid meeting is scheduled on Tuesday 13th **March** at 10am Vuda NCC Substation.
- 6. Sealing and Marking of Bids** The bidder shall seal the original copy of the technical proposal, the original copy of the price proposal and each copy of the technical proposal and each copy of the price proposal in separate envelopes clearly marking each one as: "ORIGINAL-PROPOSAL", and "COPY PROPOSAL", etc. as appropriate.
- The bidder shall seal the original bids and each copy of the bids in an inner and an outer envelope, duly marking the envelopes as "ORIGINAL" and "COPY".
- The inner and outer envelopes shall
- be addressed to the Employer at the following address: The Secretary, Tender Committee, 2 Marlow Street, Suva, FIJI. Phone: 679 3224 185
Facsimile: 679 331 1882 Email: TuvituD@fea.com.fj
- And
- bear the following identification:
- Bid for: Vuda NCC Substation – CIVIL Construction
 - Bid Tender Number: MR 106/2018
 - DO NOT OPEN BEFORE Wednesday, 28th March, 2018
- 7. 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 March, 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.

8. Late Bids

Any bid received by the Employer after the deadline for submission of bids prescribed in Clause 23 will be rejected and returned unopened to the bidder.

9. Modification and Withdrawal of Bids

The bidder may modify or withdraw its bid after bid submission, provided that written notice of the modification or withdrawal is received by the Employer prior to the deadline for submission of bids.

The bidder's modification or withdrawal notice shall be prepared, sealed, marked and delivered in accordance with the provisions of Clause 22, with the outer and inner envelopes additionally marked "MODIFICATION" or "WITHDRAWAL", as appropriate. A withdrawal notice may also be sent by fax but must be followed by a signed confirmation copy.

No bid may be modified by the bidder after the deadline for submission of bids.

10. Employer's Right to Accept any Bid and to Reject any or all Bids

Notwithstanding Clause 34, 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.

11. 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, 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

12. 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.

13. Corruptor 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) 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;

Furthermore, bidders shall be aware of the provision stated in Sub-Clause 1.16 and Sub-Clause 15.5 of the Conditions of Contract, Part II - Conditions of Particular Application.

Employer's Requirements –
Scope of Work

Section 2: Instruction to Tenderers

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 carry out Office refurbishment works for FEA's A-frame Accommodation Units and Recreation Center at Wailoa Power Station.

The contractor shall meet Fiji National Building code, National Fire Authority (NFA) code and Electrical IEC/BS/AS/NZ standards.

A. SPECIFICATIONS

1. PRELIMINARY AND GENERAL

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

2. SITE LOCATION

Vuda NCC 132/33kV Substation

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 Program, Work Safety Plan/Risk Assessment Plan in accordance and shall submit the plan to the Officer in charge for his approval before commencing with work on the site.

6. Amendment of Tender

At any time prior to the deadline for submission of tenders, Fiji Electricity Authority, for any reason whether at its own initiative or in response to a clarification requested by a prospective tender, may modify the tender document by amendment. All prospective tenderers that have received the tender document will be notified of the amendment in writing and will be binding on them. In order to allow prospective tenders reasonable time to take the amendment into account in preparing their tenders, Fiji Electricity Authority at its direction, may extend the deadline for the submission of tenders.

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 Labor 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 Four (4) 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 Officer in charge or Team Leader.

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 Officer in charge or Team Leader at completion.

9. TOBACCO /ALCOHOL/DRUG FREE ENVIROMENT

FEA maintains drug free environment. Any personnel of the contractor found violating the policy will be requested to remove the product and themselves from the sites. Smoking tobacco is not allowed in FEA buildings and if so there will be designated smoking areas. 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.

10. 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

11. Site Visit

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

Location	Date	Time	Contact Person
FEA Vuda NCC Substation	13/03/2018	10am	Upesh/ Tariq Ph: 9924168/ 9999296

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.

Section C: Scope of Work

A. Fencing and Gates

Fiji building code applicable to the works carried out for the upgrading of fencing works.

Specification of Material:

- a. All fence post shall be treated for rust and painted.
- b. Whole perimeter barbed wire to be replaced with new one.
- c. 3.15mm galvanized chain link mesh of 50mm and height of 1800mm
- d. 1.5 mm galvanized binding wire
- e. 12mm deformed rod
- f. No. 8 wire

1. Removal Works

- a. Remove all existing chain-link, barbed wire and No. 8 wire completely.
- b. This shall be transported back to Navutu Deport for disposal. Note, chain links shall be properly rolled and tied prior disposal, same applied to barbed wire and No.8 wire.

2. Chain- Link and Barbed Wire

- a. Installation of New Chain Links with specified materials specs as above
- b. No.8 wire to be run across the whole length of the perimeter at top, middle and bottom section of the fence. All chain link binding at 10cm intervals to the No.8 binding wire using galvanized 1.5mm wire. Maximum gap between chain link and ground not more than 10mm or 1cm.
- c. The fence shall be pulled taut and supported by three (3) rows of high tensile barbed wire to be run across the fence along the entire perimeter sitting on the angle extension on the top of the pole.

3. Gates

- a. The gate to be inspected and fabricated for those parts which are rusted and out of shape. The chain link and barbed wire have to be replaced from all gates.
- b. The gate to be painted according to FEA color code.
- c. Allow the gate to be smoothly operational.

Note:

- a. All metal-ware (wire, staples, screws, poles, connectors etc.) must be galvanized.
- b. All metal ware to be painted first with rust-guard and then 2 Pac of silver coating
- c. All Sub-contractors to be used for any part of the works are to be declared.
- d. Contractor must ensure engineers certificate will be provided for the fencing works.
- e. Warranty for the fencing works must be provided.
- f. The contractor must clear the worksite properly.
- g. FEA financial terms are applicable for these works.
- h. Site Inspection is Mandatory.

Price Breakdown

Please fill in the price breakdown details as required.

Item	Description	Fijian Dollars Amount (FJD) including VAT
1	Removing and transporting of old chain link, barbed wire and No.8 wire	
2	Installation of new Chain Link, Barbed wire and No 8 Wire.	
3	Carrying out Rust works on all fence posts and gates	
4	Others, if any. (Specify)	
	<i>Project Total VIP</i>	

TENDER SUBMISSION CHECK LIST

The Bidders must ensure that the details and documentation mention below must submitted as part of their tender Bid

Tender Number _____

Tender Name _____

1. Full Company Name: _____
(Attach copy of Registration Certificate)
2. Director/Owner(s): _____
—
3. Postal Address: _____
4. Phone Contact: _____
5. Fax Number: _____
6. Email address: _____
7. Office Location: _____
8. TIN Number: _____
(Attach copy of the VAT Registration Certificate – Local Bidders Only)
9. Company Registration Number: _____
(Attach copy of the Business License)
10. FNPF Employer Registration Number: _____
(For Local Bidders only)
11. Contact Person: _____

I declare that all the above information is correct.

Name: _____ Position: _____ Sign: _____

Date: _____

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 March, 2018.**

Each tender shall be sealed in an envelope with:

The envelope bearing only the following marking:

MR 106/2018 – Replace Fence and Gate at FEA’s 132kV Vuda NCC 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 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**