

Fiji Electricity Authority

MR 125/2018 – Structural Assessment of FEA Powerstations

March 2018

Quality Assurance Statement	
Fiji Electricity Authority Private Bag Suva Fiji Tel: 679-3311133 Fax: 679-3311882	Project Manager: Mohammed Anees Khan
	Prepared by: Mohammed Anees Khan
	Reviewed by: Epele Malo
	Approved for issue by: Eparama Tawake

Revision Schedule					
Rev. No	Date	Description	Prepared by	Reviewed by	Approved by
1	07 Mar 18	Initial Draft	M. Anees K	Epele M	
2	09 Mar 18	Final Draft	M. Anees K	Epele M	Eparama T
3					



Definitions:

TOR	Terms of reference for the works
Tenderer:	The company or consortia that is providing a submission in response to this document.
FEA:	Fiji Electricity Authority, 2 Marlow Street, Suva, Fiji
Works	The project, assignment

1. Background

The Fiji Electricity Authority (FEA)

The FEA is a wholly Government of Fiji owned statutory body that was established under the Electricity Act of 1966. It is supervised by a Board of eight members comprising a Chairman, Deputy Chairman, the Chief Executive Officer of FEA, the Permanent Secretary of Public Utilities, the Permanent Secretary of Finance, and representatives of Business and Consumer Groups. All members are appointed by the Minister of Public Utilities except for the Chief Executive of FEA, who is appointed by the Board with approval of the Minister. The Management team of the FEA consists of Chief Executive, Chief Finance Officer, General Manager Human Relations, General Manager Generation, General Manager Network, General Manager Customer Services, Chief Information Officer, General Manager Major Projects & Strategy and General Manager Commercial.

FEA maintains power supply systems on the larger islands Viti Levu, Vanua Levu and Ovalau, which account for some 90% of the country's population. Installed generation capacity is approximately 218MW, comprising 83MW in the Monasavu Hydro Scheme in Viti Levu, 40MW in the Nadarivatu Hydro Scheme, and about 94MW of diesel capacity in 12 stations on the three main islands. Of the diesel capacity 77MW is on Viti Levu which has been supplementing the Monasavu hydro scheme for the Viti Levu Interconnected System (VLIS) which has been reaching maximum demand of 132MW. Transmission is provided by 140km of 132kV lines (connecting Wailoa Power Station to the East and West coasts) and about 266km of 33kV lines. Power distribution is by means of more than 5,000km of 11kV and 415/240V lines.

2. Project Overview

Project Drivers

FEA has embarked upon an ambitious program of development in order to fulfil its strategic objectives. These include development of new generating and power system projects as well as improving reliability and capacity-building for future load growth. The FEA plans to almost double the generation capacity of Fiji over the next five years in order to meet continuing demand growth and intends that this additional capacity will be provided by renewable or at least non-polluting resources.

In order to supplement and facilitate the Capital Developments, FEA requires their powerstations to be in structurally sound condition so that the generators are well protected from the environmental elements. Two of FEA's powerstations have been developing cracks on their walls and beams, and these cracks have been propagating over time. In order to determine the root cause and plan for repairs, an assessment of the cracks needs to be carried out.

In light of the above, FEA wishes to carry out an independent investigation of the cracks at Cawaira Powerstation in Labasa, and Somosomo Powerhouse in Taveuni, and calls for Tenders from reputable, FIE registered and Insurance Council Of Fiji recognised Structural Engineering firms or consortiums for investigation, review, design and documentation and project management of the Powerstation cracks and repair works.

3. Scope of Services

This document sets out the Terms of Reference and Scope of Services for the following structural engineering consultancy services that FEA requires:

Stage 1

3.1 Carry out assessment and study of the cracks at both Cawaira Powerstation, Labasa, and Somosomo Powerhouse, Taveuni, using gadgets and technology, complying to relevant and current AS/NZS standards and testing requirements (or any internationally recognised equivalent standard and testing method), to determine the root cause of the cracks and extent of structural damage, if any.

3.2 Prepare a report on the outcome of 3.1 above, with recommendations for repairs, reworks or reinstatements, using best industry practise methods and materials that can readily be sourced. The report shall, if necessary, include concept briefs, terms of references, preliminary sketches and arrange for the relevant input for designs and documentation from the relevant stakeholders of FEA's operations and Strategic Business Areas [SBA] that are housed within the powerstations. This report shall be presented to FEA Management for discussions and approval.

Stage 2

3.3 Once internally approved by FEA, carry out the detail designs and documentation including bills of quantities where relevant for project cost estimates, and in the same token, ensuring compliance with all Statutory/Regulatory and Local Government requirements.

3.4 Once the documentation is given approval by FEA, FEA will advertise the tender. The chosen structural consultant is required to be present for the tender site visit, and after close of tender period, manage all processes for selection and engagement of a Contractor, including the evaluation and selection criteria with respective weightings.

3.5 Advise FEA, in a report form, the outcome of the tenders, with recommendation/s for engagement of Contractor/s.

Stage 3

- 3.6 On approval by FEA, prepare and co-ordinate the appointment and signing of contracts/agreements. Ensuring that FEA's full interests are appropriately protected and catered for in the contract documents.
- 3.7 Undertake and seek, on behalf of FEA, applications and approvals for all required Statutory/Regulatory and Local Government approvals/consents for the repair works.
- 3.8 Administer the terms and conditions of the signed contracts.
- 3.9 Manage and control the performance of the project to ensure the timely delivery of the outcomes outlined in the contract documents.
- 3.10 Prepare monthly reports of project progress placing emphasis on costs and time.
- 3.11 Prepare and submit full as-built drawings after completion.
- 3.12 Prepare and submit to FEA the Project Completion Report.

4. Tender Submissions

Submission Requirements

The tender for the above mentioned Services shall include the following:

1. A covering letter including the complete name and address of the firm(s) performing the project, the principal firm including the name and title of person principally responsible for the project.
2. A detailed methodology including a programme for the works/services. Comments on the TOR can be included to add value to the submission.
3. State separate lump sum fee for Stages A, B and C, with some detail of hours and rates building up to the Lump Sum.
4. State chargeable rates per site visit and hourly rates of design office work.
5. State hourly rates of personnel and resources, if FEA requests to undertake additional work related to this assignment.
6. The reimbursable items shall be indicated in the submission together with estimate of their costs. Refer to table below.
7. Company background and evidence of similar works undertaken by the firm over the last five years including project name, summary of work carried out, contact name and address of clients
8. Background of proposed sub-consultants, if any.
9. CV's of personnel that will be engaged in the work including sub-consultants.

10. Completed Responsibility matrix as shown below.

Each firm is limited ONE submission for the main consultant. However, that firm may be considered for a sub-consultant to a submission by another firm.

Responsibility Matrix – Please use similar template

Name	Firm	Overall Project Management	Speciality/ Skills Required					
			Structural Engineer	Technician				
John X	XYZ	X						
Mary Y	ABC		X					

NOTE:

- a) Complete the first row with the Specialties required
- b) Complete the first column with the names of Project Key Staff.
- c) One Project Key Staff person may be responsible for more than one Specialty.
- d) Place a mark in the appropriate column relative to the appropriate Project Key Staff and Specialty.

Estimate of Reimbursable Costs – Please use similar table

Item No.	Particulars	Quantity	Rate	Sub-Total	VAT	Total
Total						

5. Contract Conditions

FIDIC General Conditions of Client Consultant Agreement shall be used. If the Consultant proposes to use an alternative, then it should be mentioned as part of this Tender submission.

6. Insurance

Certificates of insurances including any Professional Indemnity Insurance are to be submitted.

7. Evaluation Methodology

Tender submissions will be checked for completeness, firms that fail to submit all information required above may not be considered for award. A 60% weighting shall be given for the firm and personnel background, experiences and performance and 40% for the lump sum price.

8. Additional Information to tenderers

FEA Project Manager

The FEA Project Manager for this Assignment shall be

*Mr Mohammed Anees Khan
Unit Leader - Civil – Major Projects & Strategies
Navutu, Lautoka*

Closing Date

Submissions close at **4pm (Fiji Time) on Wednesday 28th March, 2018** at FEA's Suva office. Submissions are to be received at this location in an envelope prior to the specified time and marked:

MR 125/2018-Structural Assessment of FEA's Labasa Power Station
Secretary Tender Committee
Fiji Electricity Authority
2 Marlow Street
Suva, Fiji

- Facsimile submissions will not be accepted.
- Late submissions will not be accepted
- All submissions shall be in the English language.
- Electronic copies will be accepted if the hardcopy is received prior to closing date.
- All proposals shall be in a single bound hard copy with one soft copy on CD.

Costs

All costs of preparing the submission shall be borne by the tenderer.

Enquiries

All enquiries shall be directed to:

*Tuvitu Delairewa
General Manager Corporate Services
2 Marlow Street, Suva
Phone: + 679 331 1133
Facsimile:+ 679 331 1882
Email: TDelairewa@fea.com.fj*

Site Visit

A visit to the powerstation sites has been arranged as follows:

Date: Thursday 22nd Mach, 2018
Time: 10.00 am
Location: Labasa Power Station.
Contact Person: Anasa Salabo – Team Leader Thermal North (9992423)

Notification and Award

Following FEA board approval, tenderers will be advised, by letter, whether they have been successful or not. Tenderers will be able to debrief with the evaluation team should they so request, however the scoring information will not be released to any of the tenderers at any time.

Notwithstanding any other provision of this document, FEA reserves the right to:

- Accept or reject any proposal
- Seek clarification of any aspect or information provided in a Tender document and to seek further information from any party



Fiji Electricity Authority
Structural Assessment of FEA Powerstations– MR 125/2018

- Amend the closing date for submission of Tender or any other date referred to or implied in this invitation for Tender.
- In whole or in part, suspend or cancel this Invitation for Tender process and/or the overall process
- Re-advertise this invitation for Tender.



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 125/2018
Structural Assessment of FEA's Labasa Power Station

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**