



MR180/2019

**DESIGN AND CONSTRUCTION OF CONCRETE PAD
FOR 33kV NEUTRAL EARTHING RESISTOR AT NEW
VUDA POWER STATION**

ENERGY FIJI LIMITED

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REVISION HISTORY & DOCUMENT CONTROL

Rev No.	Notes	Prepared By	Reviewed & Approved By	Date of Issue
1	Issued for Tender	KDP		30/05/19

1 INVITATION FOR TENDER

EFL is a limited liability company that was established under the Companies Act, Laws of Fiji. It is supervised by a Board of eight members comprising a Chairman, Deputy Chairman, the Chief Executive Officer of EFL, the Permanent Secretary of Infrastructure and Transport, the Permanent Secretary of Economy, and representatives of Business and Consumer Groups. All members are appointed by the Minister of Public Enterprises, except for the Chief Executive Officer of EFL, who is appointed by the Board with the approval of the Minister. The Executive Management team of the EFL consists of Chief Executive Officer, Chief Finance Officer, General Manager Human Resources, General Manager Generation, General Manager Network, General Manager Customer Services, Chief Information Officer, General Manager Special Projects, General Manager Commercial and General Manager System Planning & Control.

Energy Fiji Limited (“EFL”) is responsible for generation, transmission and distribution of electricity in Viti Levu, Vanua Levu, Ovalau and Tavueni in Fiji. It owns over twenty (20) power stations and forty (40) substations and switching stations on the islands of Viti Levu, Vanua Levu, Taveuni and Ovalau. EFL owns, operates and maintains 147km of 132kV transmission lines, 524km of 33kV lines and over 9,800km of 11kV and 415V distribution lines.

EFL is seeking tender bids from reputable contractors to carry out design and construction of a concrete pad for its 33kV neutral earthing resistor (NER) which will be installed at Vuda Substation as part of the Vuda Power Station expansion works.

All tenders for the contract shall be submitted on the appropriate forms provided and shall include the completed price schedule, technical schedule and schedules of experience etc. The bid shall be on the basis of a lump sum contract based on firm prices.

During evaluation of tenders EFL may invite a tenderer or tenderers for discussions, presentations and any necessary clarification before awarding of the contract

The tender submissions close at 1600hrs on 5th June 2019, Fiji Time.

Further information for this tender may be acquired from:

Mr. Tuvitu Delairewa
General Manager Commercial
Energy Fiji Limited
2 Marlow Street, Suva, Fiji.
Phone: 679 3224 185
Email: TDelairewa@efl.com.fj

2 INSTRUCTIONS TO TENDERERS

2.1 Eligible Tenderers

This invitation is open to all Tenderers who have sound Financial Background, and have previous experience in carrying out such design and construction work.

Tenderers shall provide such evidence of their continued eligibility satisfactory to EFL as EFL shall reasonably request, using the forms provided in the Schedules.

Tenderers shall not be under a declaration of ineligibility for corrupt or fraudulent practice.

2.2 One Bid per Tenderer

Each Tenderer shall submit only one bid. A Tenderer who submits or participates in more than one bid will cause all those bids to be rejected.

2.3 Cost of Bidding

The Tenderer shall bear all costs associated with the preparation and submission of its bid and EFL will in no case be responsible or liable for those costs.

2.4 Site Visits

A mandatory site visit shall be held at Vuda Power Station on 3rd June 2019 at 11.30am. Tenders shall be provided a copy of the drawing of Neutral Earthing Resistor on site.

Tenderers who submit a bid without attending the mandatory site visit shall be disqualified during tender evaluation.

2.5 Contents of Bidding Documents

The Tenderer is expected to examine carefully the contents of this Bidding document. Failure to comply with the requirements of bid submission will be at the Tenderer's own risk. Bids which are not substantially responsive to the requirements of the bidding documents will be rejected.

2.6 Clarification of Bidding Documents

A prospective Tenderer requiring any clarification of the bidding documents may notify EFL in writing to:

Tuvitu Delairewa
General Manager Commercial
2 Marlow Street, Suva, FIJI.
Phone: 679 3224 185
Facsimile: 679 331 1882
Email: TDelairewa@efl.com.fj

EFL will respond to any request for clarification which it receives earlier than one (1) day prior to the deadline for submission of bids.

2.7 Amendment of Bidding Document

At any time prior to the deadline for submission of bids, EFL may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Tenderer, modify the bidding documents by issuing addenda.

2.8 Language of Bid

The bid, and all correspondence and documents related to the bid, exchanged between the Tenderer and the EFL shall be written in the English language.

2.9 Bid Prices

Unless specified otherwise, Tenderers shall quote for the entire facilities on a "single responsibility" basis such that the total bid price covers all the Tenderer's obligations mentioned in or to be reasonably inferred from the bidding documents.

Tenderers shall give a breakdown of the prices in the manner and detail called for in the Schedules of this bidding document, or any issued addenda.

Tenderers shall include ALL applicable taxes in their bid.

2.10 Bid Currencies

Prices shall be quoted in a single currency only.

2.11 Bid Validity

Bids shall remain valid for a period of **60 days** from the date of Deadline for Submission of Bids specified in Sub-Clause 2.15.

2.12 Format and Signing of Bids

The Tenderer shall prepare one original and one (1) copies of the technical and financial proposals, clearly marking each one as: "ORIGINAL-TECHNICAL & PRICE PROPOSAL", "COPY NO. 1 - TECHNICAL & PRICE PROPOSAL", etc. as appropriate. In the event of discrepancy between the original and any copy, the original shall prevail.

The original and all copies of the bid shall be typed or written in indelible ink (in the case of copies, Photostats are also acceptable) and shall be signed by a person or persons duly authorized to sign on behalf of the Tenderer. All pages of the bid where entries or amendments have been made shall be initialed by the person or persons signing the bid.

The Tenderer shall also provide one electronic copy of the Technical and Financial proposals on EFL's electronic tender hosting website, <https://www.tenderlink.com/efl>.

The bid shall contain no alterations, omissions or additions, except those to comply with instructions issued by EFL, or as necessary to correct errors made by the Tenderer, in which case such corrections shall be initiated by the person or persons signing the bid.

2.13 Sealing and Marking of Bids

The Tenderer shall seal the original copy of the technical proposal and 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-TECHNICAL & PRICE PROPOSAL", "COPY NO. I -TECHNICAL & PRICE PROPOSAL", etc. as appropriate.

The Tenderer shall seal the original bids and each copy of the bids in an inner and an outer envelope, duly marking the envelopes as "ORIGINAL", "COPY No. 1", etc.

The inner and outer envelopes shall

- a) be addressed to EFL at the following address:

Tuvitu Delairewa
General Manager Commercial
Energy Fiji Limited
2 Marlow Street, Suva, FIJI.
Phone: 679 3224 185
Facsimile: 679 331 1882
Email: TDelairewa@efl.com.fj

And

- b) bear the following identification:

- Bid for: DESIGN AND CONSTRUCTION OF CONCRETE PAD FOR 33KV NEUTRAL EARTHING RESISTOR AT NEW VUDA POWER STATION
- Bid Tender Number: MR 180/2019
- DO NOT OPEN BEFORE: 1600hrs on 5th June 2019

In addition to the identification required, the inner envelope shall indicate the name and address of the Tenderer to enable the bid to be returned unopened in case it is declared "late" pursuant to Deadline for Submission of Bids.

If the outer envelope is not sealed and marked as above, EFL will assume no responsibility for the misplacement or premature opening of the bid.

2.14 Deadline for Submission of Bids

Bids must be received by EFL at the address specified above no later than 1600 hours (Fiji Time) 8th May 2019.

EFL may, at its discretion, extend the deadline for submission of bids by issuing an addendum, in which case all rights and obligations of EFL and the Tenderers previously subject to the original deadline will thereafter be subject to the deadlines extended.

2.15 Late Bids

Any bid received by EFL after the deadline for submission of bids prescribed above will be rejected and returned unopened to the Tenderer.

2.16 Modification and Withdrawal of Bids

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

The Tenderer's modification or withdrawal notice shall be prepared, sealed, marked and delivered in accordance with Sealing and Marking of Bids, 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 Tenderer after the deadline for submission of bids.

2.17 Rejection of One or All Bids

EFL 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 Tenderer or Tenderers or any obligation to inform the affected Tenderer or Tenderers of the grounds for the rejection.

2.18 Process to be Confidential

Information relating to the examination, clarification, evaluation and comparison of bids and recommendations for the award of a contract shall not be disclosed to Tenderers or any other persons not officially concerned with such process.

Any effort by a Tenderer to influence EFL's processing of bids or award decisions may result in the rejection of the Tenderer's bid.

Lowest bid will not necessarily be accepted as successful bid.

2.19 Clarification of Bids

To assist in the examination, evaluation and comparison of bids, EFL may, at its discretion, ask any Tenderer for clarification of its bid. The request for clarification and the response shall be in writing or by fax, but no change in the price or substance of the bid shall be sought, offered or permitted except as required to confirm the correction of arithmetic errors discovered by EFL in the evaluation of the bids.

2.20 Compliance with Specifications

The tender shall be based on the equipment and work specified and shall be in accordance with the Technical Specification. The Tenderer shall tender for the whole of the Works included in the Specification.

2.21 Signature of Tenderer

A tender submitted by a Partnership shall be signed by one of the members of the Partnership and shall be accompanied by a certified authorization of all the partners authorizing the individual partner to sign on behalf of the Partnership. A tender submitted by a Corporation to the Contract and shall be accompanied by a certified resolution of the Board of Directors authorizing the individual to sign on behalf of the Corporation.

2.22 Insurance

The Tenderer is to confirm that they have in effect the insurance policies below and provide a copy of the policy with the bid:

1. Professional Indemnity Insurance Cover (for design works)
2. Workmens' Insurance Cover
3. Consultant's All Risk Cover

3 GENERAL CONDITIONS OF CONTRACT

The general conditions of contract shall be FIDIC Short Form of Contract (Green Book) First Edition (1999).

4 PARTICULAR CONDITIONS OF CONTRACT

To be provided during contract negotiation.

5 SCOPE OF WORK

The scope of works includes:

- Design of a concrete pad for the 33kV neutral earthing resistor by an Engineer enlisted in the ICF list issued by Fiji Institute of Engineers
- Construction of concrete pad in accordance with the design and issue of completion certificate to EFL, and making provision for cable connection to the NER via HD-PVC ducts (bottom cable entry required), including compaction and levelling works required to the existing ground.
- Carry out control wiring interfacing and control cable installation for the NER, from the NER terminal box to the control panel in substation). The control panel will be provided by EFL.

The location of the concrete pad shall be provided during tender site visit.

The contractor shall furnish all labour, equipment, transportation and services as necessary to complete all projected work included in this specifications.

The contractor shall at times comply with all Energy Fiji Limited's HSE Regulations currently in force.

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.

The contractor shall prepare a Work Programme, Work Safety Plan/Risk Assessment Plan in accordance and shall submit the plan to the property officer for his approval before commencing with work on the site.

5.1.1 Site Safety Management System

The contractor shall establish and maintain a Site Safety Management that ensures the safety of all persons on the site in accordance with the requirements of the Energy Fiji Limited Occupational Health and Safety Policy and the Health and Safety at Work Act, 1996 requiring strict compliance by the parties here to. The Contractor is to obtain all approvals from Ministry of Labour for any scaffolding to be used on the site. All PPE's and other safety equipment's will be checked by EFL'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 EFL's HSE Department.

EFL will carry out an induction for the contractor and its members to familiarize with the Energy Fiji Limited Occupational Health and Safety Policy.

5.1.2 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.

5.1.3 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.

5.1.4 Duration of Work

The normal hours of access will be 0800hrs to 1630hrs, Monday to Friday. If contractor will require access to the site to carry out the work outside these hours, it must seek written approval in advance with justification.

The Contractor is expected to complete the work within three (3) weeks of being provided access to site.

5.1.5 Storage of Materials and Equipment's

Materials and equipment's stored on site must not pose any danger to property 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 unauthorised person.

5.1.6 Clearing Away

The contractor shall not keep any rubbish or unused or removed material on site. Where it is assessed to be a hazard, EFL will remove the rubbish or unwanted material if not immediately removed by Contractor and deduct the charges of removal from the Contractor's invoice.

5.1.7 Tobacco/Alcohol/Drug Free Environment

EFL maintains tobacco, alcohol and drug free environment. Any personnel of the contractor found violating the policy will be requested to remove the product and themselves from the sites. Offensive language or actions are not acceptable. The EFL shall have the absolute right to require replacement of any employee the EFL deems objectionable to work on EFL premises.

6 PROGRAM

The anticipated program for the review is shown below.

Tender Close	5/06/2019
Evaluation Completed & Endorsed by EMG & Board	14/06/2019
Contract Execution and Engagement of Contractor, Site Access	28/06/2019
Commencement of Site Work	1/07/2019
Anticipated Completion of Construction of Pad & Completion Certificate from Engineer	Before 22/07/2019
NER Installation on Site	23/07/2019

7 SUPERVISION AND REPORTING

The successful Contractor will report to the Unit Leader System Studies & Protection.

The successful Contractor will be required to provide daily updates and weekly progress of works a format agreed upon contract execution.

The Contract shall provide a list of its personnel who will access the site during the project works, and these personnel will be required to sign-in to the daily attendance register on site.

8 EXPERTISE & QUALIFICATION

The Contactor shall have experience to have carried out similar work before.

The proposed designer shall have experience in carrying out similar designs and shall be an Engineer approved by the Insurance Council of Fiji.

It must have also carried out work on high-voltage plant, such as the 33kV Neutral Earthing Resistor, before.

9 PAYMENT TERMS & PRICE SCHEDULE

The price proposal has to be submitted in the following breakdown:

Item	Item Description	Unit Price	Total Price Currency: _____
1	Mobilization, Demobilisation & Clean up		
2	Design of Concrete Pad		
3	Building of the Concrete Pad		
3a	Clearing & Compact of the site		
3b	Building the structure for the Foundation		
3c	Pouring of the Concrete and monitoring curing, issue of completion certificate		
4	NER installation and wiring interface		
TOTAL (VEP)			
VAT 9%			
TOTAL (VIP)			

EFL will retain 5% of the total contract sum as retention and this will be paid three (3) months after the issue of completion certificate.

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/TIN 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: _____

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 (1600hrs Fiji Time) Wednesday, 5th June, 2019.

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

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

In additional, hard copies of the tender, one original and one copy must be deposited in the tender box located at the EFL Head Office, 2 Marlow Street, Suva, Fiji no later than new time and date to be inserted - Addressed as

Tender - MR 180/2018 - Design & Construct Concrete Pad for 33kV Neutral Earthing Resistor at Vuda

The Secretary Tender Committee
Energy Fiji Limited
Head Office
Suva
Fiji

Hard copies of the Tender bid will 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 closing time 4.00pm (1600hrs Fiji Time) Wednesday 5th June, 2019.

- 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.