



**ENERGY FIJI LIMITED**

**BIDDING DOCUMENT**

MR 32/2020

**SUPPLY & INSTALL GOTHIC MESH TO  
SECURE PPE & TOOL STORAGE AREA  
AT EFL KINOYA DEPOT**

## Instructions to Bidders

Energy Fiji Limited invites reputable contractors to tender for the supply and installation of gothic mesh to secure PPE and tool storage area at the EFL's Kinoya Depot. The tender shall be on the basis of a lump sum contract based on firm prices.

It is Mandatory for bidders to submit two (2) hard copies of bids in Sealed envelopes to the following location:

The Secretary – Tender Committee,  
Energy Fiji Limited Head Office,  
2 Marlow Street,  
Suva

The Tenders Should be Marked with the Following Details:

“TENDER NO: MR 32/2020 – “SUPPLY & INSTALL GOTHIC MESH TO SECURE PPE & TOOL STORAGE AREA AT EFL KINOYA DEPOT”.

A Mandatory Site visit will be held on Tuesday 28<sup>th</sup> January, 2020 commencing at 9.30am at the EFL Kinoya Depot.

The deadline for submission of Tenders shall be 1600hrs on Wednesday 5<sup>th</sup> February, 2020, Fiji Standard Time.

Tenders received after the closing date and time as stipulated above will not be considered.

It is the responsibility of the bidder to pay the courier charges and all other costs associated with the delivery of the hard copy of the tender bid.

## **1. SCOPE OF WORKS**

This section covers the civil scope of work required to be carried out at EFL Kinoya Depot.

### **1.1 GENERAL DESCRIPTION**

The following forms the scope covered in this tender:

1. Supply and install 1"x1" tubing as labelled in the plan attached.
2. Supply and install gothic mesh in an area of 21.9m x 4.3m.
3. Design five 30cm x 30cm windows to secure leaning ladders (Refer attached plan).
4. Remove rust and Paint rust guard on all the welded portions.

### **1.2 STANDARDS**

All civil works shall be carried out in conformity with Fiji Building Code.

## **2. TECHNICAL SPECIFICATIONS**

**2.1 Gothic Mesh** – Gothic mesh is to be installed in landscape orientation. All welded lines are to be painted on both sides.

**2.2 Square Tubing** – 1" x 1" square tubing to be installed to support the gothic mesh. The tubing is to be secured with bolts/welded to the existing structure. Tubing to be installed vertically and horizontally at a distance of 1.2 meters.

**2.3 Ladder Securing** – 30cm x 30cm window is to be made to allow for EFL personnel to secure ladder on the railings for security and storage purposes. The surrounding of the window is to have square tubing welded to it.

## **3. INSPECTION AND TESTS**

3.1 The Authority's Engineer representative shall have the right to inspect the works and to confirm conformity to the contract specifications.

3.2 Should any inspected works fail to conform to the specifications, the Authority may reject them and the Contractor shall make all alterations necessary to meet the specification requirements.

3.2 Nothing in this clause shall in any way release the Contractor from any other obligations under this contract.

## **4. SITE CONDITIONS**

4.1 The site is located at Kinoya. The Contractor shall be deemed to have visited the site of the works to satisfy him/her as to the accuracy of all information supplied to the Tenderers and to the feasibility of construction of the works.

## **5. SETTING OUT**

5.1 All tenderers shall inspect and examine the site, its surroundings, and shall satisfy himself before submitting his tender, as to the form and nature of the site, the nature and type of existing work, the quantities and natures of the work and materials necessary for the completion of the Works and the means of access to the site, the accommodation he may require, the availability, conditions and rates of pay of labour and in general shall himself

obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect his tender.

5.2 The Contractor shall be responsible for the correct detailed setting out of the Works as indicated in the Tender Documents and shall, at his own cost, amend any errors during the progress of the Works arising from inaccurate setting out.

5.3 If a tenderer has any doubt as to the meaning of any portion of the Works, he shall when submitting his tender, include a statement of the interpretation upon which he relies and upon which his tender has been prepared and submitted.

## **6. MATERIALS, WORKMANSHIP AND PLANT**

6.1 Materials in all trades shall be new and the best of their kinds specified and necessary complying with relevant standards (Fiji, Australia, New Zealand or USA) where applicable and subject to approval or rejection by the Engineer.

6.2 The Contractor shall at all times ensure that adequate protection is provided to finished work and materials to be used in the construction of the work. Where necessary, make good any damage to property.

6.3 The Contractor shall provide all workmen, both skilled and unskilled, plant, equipment and materials necessary for the expeditious completion of the work.

## **7. OCCUPATIONAL HEALTH AND SAFETY**

7.1 The Contractor shall comply with the Health and Safety at Work Act, 1996 and regulations and Amendments thereto and the Energy Fiji Limited HSE Policy.

## **8. GENERAL FOREMAN**

8.1 The Contractor shall appoint a competent General Foreman who shall be constantly on the works during the progress of the same, to whom instructions may be given by the Engineer.

8.2 EFL may require the Contractor to dismiss the General Foreman or other person shall he be incompetent or shall misconduct himself or for any other good reason to be assigned by EFL to the Contractor.

## **9. MAINTENANCE AND DEFECTS**

9.1 Period of maintenance shall be 1 year (12) calendar months after practical completion of works. All defects during this period shall be made good by the Contractor, at his cost.

## **10. CLEANING UP**

10.1 On completion, remove all surplus materials from site and leave site in a clean and tidy condition.

10.2 The Contractor shall remove and cart away all rubbish and trade debris as it accumulates during the progress of the works.

## **11. PROGRAM**

11.1 Within seven (7) days of acceptance of his tender, the Contractor shall submit to the Authority, for approval a Program showing the order in which he proposes to carry out the works.

**12. INSURANCE**

The Contractor is to effect the following insurance policies:

12.1 Contractor’s All Risk Insurance - \$500,000

12.2 Public Liability Insurance - \$500,000

12.3 Workmen’s Compensation - \$250,000

**13. PRICE AND PAYMENT**

13.1 The Contract Price is to be on a Lump Sum basis. The tenderer is to submit a breakdown of the various components of the project.

13.2 The Contractor's request for payment shall be made to the Authority in writing, accompanied by invoice(s) describing, as appropriate, and services performed, together with other documents as may be required by the Authority. Payments shall be made promptly by the Authority, within thirty days of submission of an invoice/claim by the Contractor.

13.3 The Contractor is eligible for payment after completion of the Contract. No partial payments will be made.

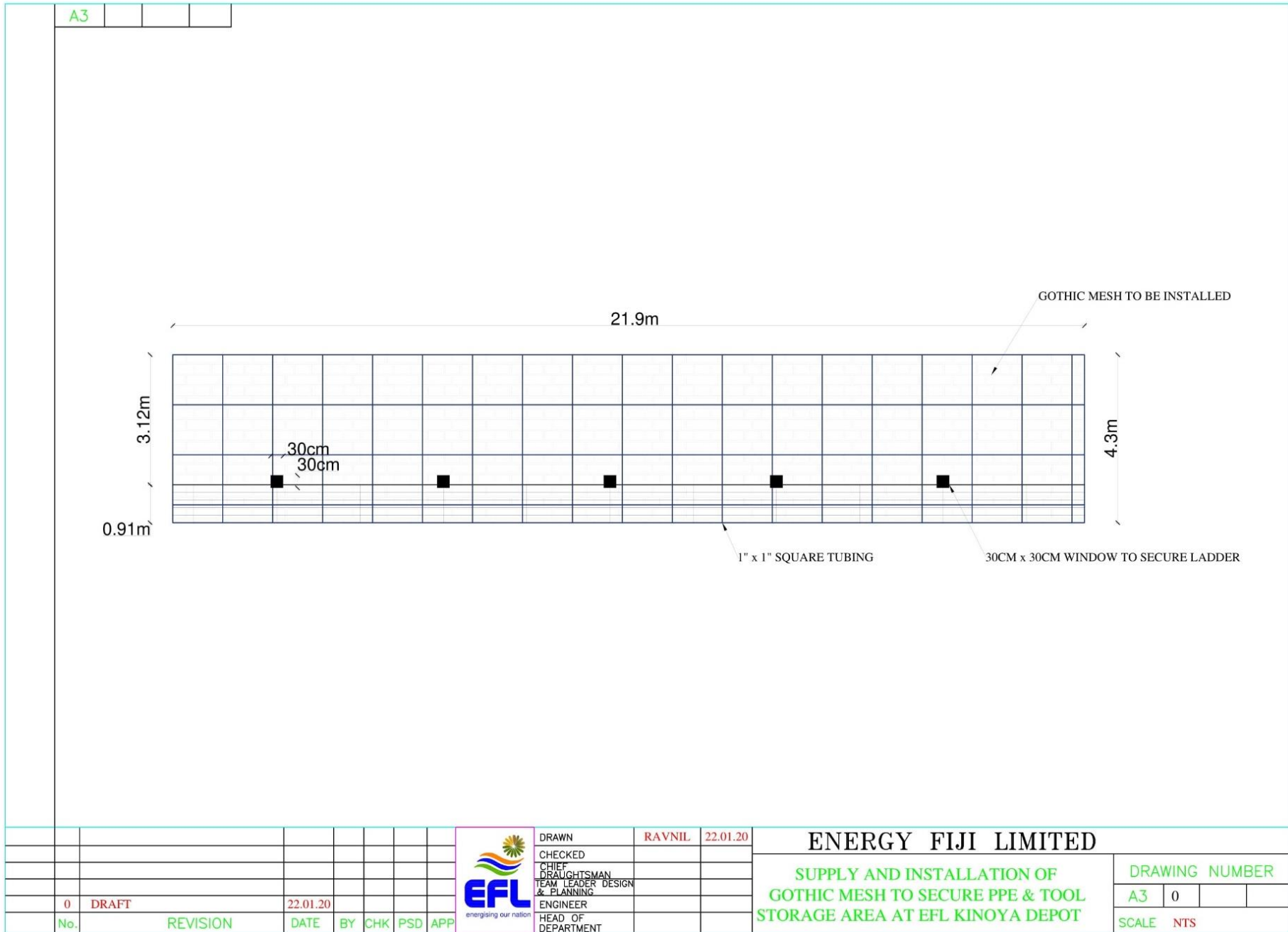
**14. VALIDITY**

14.1 The Tendered Price is to remain valid for a period of 120 days after the closing date of the tender.

**15. PRICE SCHEDULE**

No		Total Price (FJD VIP)
1	Supply & install gothic mesh to secure PPE & tool storage area at EFL’s Kinoya depot	

16. DRAWINGS AND ATTACHMENTS



## **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**

**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 EFL 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 5<sup>th</sup> February, 2020.**

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

**MR 32/2020**  
**SUPPLY & INSTALL GOTHIC MESH TO SECURE PPE & TOOL STORAGE AREA AT**  
**EFL KINOYA DEPOT**

The Secretary, Tender Committee  
Energy Fiji Limited  
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