



ENERGY FIJI LIMITED

BIDDING DOCUMENT

MR 214/2020

**TRAINING SERVICES – TOWER T82 CONDUCTOR
STRINGING AND CUT-OVER ON 132KV WAILOA TO
VUDA**

TABLE OF CONTENTS

PART 1	INSTRUCTIONS FOR TENDERERS
PART 2	TENDER LETTER AND APPENDICES OF SUPPLEMENTARY INFORMATION
PART 3	SCOPE AND PROGRAMME OF WORKS
PART 4	TECHNICAL SPECIFICATION FOR STRINGING AND CUT-OVER.

PART 1

INSTRUCTIONS FOR TENDERERS

1.	Scope of Bid	The Energy Fiji Limited (hereinafter referred to as "the Employer"), wishes to receive bids to hire a qualified Trainer to Train and Guide EFL Team in 132kV Transmission Tower T82 Tower Stringing and Cutover works, as specified in these bidding documents.
2.	Eligible Bidders	<p>This Invitation to Bid is open to bidders who have sound technical and financial background and have relevant previous experience.</p> <p>Bidders shall provide such evidence of their continued eligibility satisfactory to the Employer as the Employer may reasonably request.</p> <p>Bidders shall not be under a declaration of ineligibility for corrupt or fraudulent practices.</p>
3.	Qualification of the Bidder	To be qualified for award of Contract, bidders shall submit details of trainer in tower construction experience, conductor stringing with the use of puller and tensioner machines, past Project reference and detailed CV which shall be provided in sufficient detail to confirm the trainer's capability to fulfil the supply contract.
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	<p>Tuesday 15th September, 2020, 10am at Navutu Energy Fiji Limited Depot</p> <p>Contact Person: Amitesh Chandra or Vinaal Prakash Ph: 8915712/9929532</p> <p>EFL will guide the bidders to the site. Bidders are requested to come in 4x4 vehicles for easy access up the hill.</p>
6.	Sealing, Marking and Submission of Bids	<p>Bidders are required to submit copies of the Bid and hard copies of the Bid.</p> <p><u>Tender Submission - Instruction to bidders</u></p> <p><u>Hard Copy Submission</u></p> <p><u>Two (2) hard copies</u> 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.</p> <p>The bidder shall seal the original hardcopy of the bid comprising of both the technical proposal and the price proposal, in one envelope, and clearly mark the envelope as: "ORIGINAL - PROPOSAL". Bidders shall also provide one copy of the original bid and mark them as "COPY - PROPOSAL". Each copy proposal shall also be individually sealed within an envelope. The 2 envelopes comprising the Original and Copy shall be sealed within an outer envelope. All inner and outer envelopes shall bear the following marking / identification:</p> <ul style="list-style-type: none">• Bid for Tender MR 214/2020 – Training Services – Tower T82 Conductor Stringing and Cut Over on 132kV Wailoa to Vuda Transmission Line• DO NOT OPEN BEFORE TENDER CLOSING DATE AND TIME.

All envelopes shall also indicate the name and address of the Bidder on the reverse of the envelope.

The inner and outer envelopes shall be addressed to the Employer as follows:

**Tender MR 214/2020 – Training Services – Tower T82 Conductor Stringing and Cutover on 132kV Wailoa to Vuda Transmission line.
The Secretary - Tender Committee,
c/o Supply Chain Office,
Energy Fiji Limited,
Private Mail Bag, 2 Marlow Street,
Suva, Fiji Islands**

All postage or courier charges for delivery of Tender documents must be paid by the bidders.

It is the responsibility of the bidder to pay courier charges and all other cost associated with the delivery of the hard copy of the Tender submission.

This tender closes at 4:00pm, on Wednesday 23rd September, 2020.

All late tenders, and inadequately marked envelopes shall be returned to the Tenderers unopened. (Bids via e-mail or fax will not be considered).

For further information or clarification on the submission of bids, please contact our Supply Chain Office on phone **(+679) 3224360** or **(+679) 9992400**

7.	Deadline for Submission of Bids	<p>Bids must be received by the Employer at the address specified above 4:00pm or 16:00hrs, on Wednesday 23rd September, 2020.</p> <p>The Employer may, at its sole 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.</p>
8.	Late Bids	<p>Any bid received by the Employer after the deadline for submission of bids prescribed will be rejected and returned unopened to the bidder.</p>
9.	Modification and Withdrawal of Bids	<p>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.</p> <p>The bidder's modification or withdrawal notice shall be prepared, sealed, marked and delivered, 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.</p> <p>No bid may be modified by the bidder after the deadline for submission of bids.</p>
10.	Employer's Right to Accept any Bid and to Reject any or all Bids	<p>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.</p>
11.	Notification of Award	<p>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 Award") shall name the sum which the Employer will pay the Bidder in consideration of the execution, completion and maintenance of the Works by the Bidder 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.</p> <p>The Employer will promptly notify the other bidders that their bids have been unsuccessful.</p>
12.	Corrupt or Fraudulent Practices	<p>The Employer requires that the Bidder observe the highest standard of ethics during the procurement and execution of such contracts. In Pursuance of this policy, the Employer:</p> <p>(a) defines, for the purposes of this provision, the terms set forth below as follows:</p> <p>(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</p> <p>(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</p>

		<p>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;</p> <p>(b) will reject a proposal for tender award if it is determined that the bidder has engaged in corrupt or fraudulent practices in competing for the contract in question.</p>
--	--	--

PART 2

**TENDER LETTER AND APPENDICES OF
SUPPLEMENTARY INFORMATION**

TENDER LETTER

Contract No.: MR 214/2020
Contract Name: Training Services – Tower T82 Conductor Stringing and Cutover on 132kV Wailoa to Vuda Transmission Line

TO: Energy Fiji Limited.
2 Marlow Street,
Suva
FIJI

(COMPANY LETTERHEAD) _____

1. In response to your Invitation to Tender for Contract No. MR 214/ 2020, dated _____ 2020 and having examined all parts of the Tender Document, we the Undersigned, offer to execute, complete and remedy defects in the whole of the said Works in conformity with the Tender Documents and Notices to Tenderers, for the sum of _____ (\$ _____) excluding GST. The currency of this offer and for payment is _____.
3. We undertake if our Tender is accepted to commence work on the Contract upon receipt of the Letter of Acceptance and to complete and deliver the whole of the Works comprised in the Contract within the Time for Completion.
5. We agree that this Tender shall constitute a binding offer for the period of 180 days from the date fixed for receiving the same and that it may be accepted at any time before the expiration of that period.
6. Unless and until a formal Contract Agreement is prepared and executed this Tender, together with your written acceptance thereof, shall constitute a binding contract between us.
7. We understand that you are not bound to accept the lowest or any Tender you may receive.
9. We acknowledge that we are aware of the requirements of the Drawings, Standards and Specifications listed in the Tender Documents.

Attached and made a part of this proposal are all data required by the Tender Document.

Notices to Tenderers received and allowed for in this Tender are:

Tenderer: (Name) _____ Title: _____

Signature: _____

Duly authorised to sign Tenders for and on behalf of

Company: _____

Business Address: _____

Business Telephone: _____ Date: _____

APPENDIX TO THE TENDER LETTER

1.0 SUPPLEMENTARY INFORMATION

The following information shall be submitted with the Tender:

1.1 Form A - Exceptions and Deviations

The Tenderer shall detail each exception to or deviation from the Tender Document.

1.2 Form B - Contract Programme

The Tenderer shall provide a programme for the Contract.

1.7 Form C – Project Methodology

The Tenderer shall provide a method statement in the format provided in Form C.

1.8 Form D – Company Profile and Organisation Structure

The Tenderer shall provide details on the company profile, its proposed resources and Contract structure in the format provided in Form D.

1.9 Form E – Schedule of Prices

The Tenderer shall complete the Schedules of Prices indicating the makeup of the Tender sum. The Schedules shall be completed in the format provided in Form E.

1.9 Form F – Terms of Payment

This form lists the terms of payment proposed for the Contract. The Tenderer is to confirm their acceptance or propose alternative terms.

FORM A - EXCEPTIONS AND DEVIATIONS

Tenderer's Name _____

List below any exceptions and deviations proposed to any part of the Tender Documents. No amendments to the Tender Document will be recognised unless expressly listed herein. If no exceptions or deviations are proposed by the Tenderer, **enter "None" below.**

FORM B - CONTRACT PROGRAMME

The Tenderer shall specify the anticipated duration of the works and period from notification to starting the works.

FORM C – PROJECT METHODOLOGY

Tenderer's Name _____

The Tenderer should to list below an outline of the proposed construction method. The outline should include such items as:

1. Training Plan for Tower Stringing Works
2. A step by step narrative of the proposed method of stringing works, work procedure.
3. An indication of number and type of vehicles and plant required to be on site during the contract period.
4. An indication of other objects, structures, platforms that will be brought onto site to complete the Works.
5. Details of equipment and services required to be supplied by EFL to assist with the works.
6. Demonstration and setting of all equipment's required for stringing prior to actual works on site. This will enable teams to familiarise themselves with the equipment's and machines.

FORM D – COMPANY PROFILE & ORGANISATION STRUCTURE

Tenderer's Name _____

The Tenderer should provide the following details:

1.0 Company Profile

Give details of the company profile with descriptions of similar works completed.

2.0 Personnel

Give details of the proposed organisation structure including key personnel.

Competencies records and CV's for key staff to be involved with this project, as well as competency approval procedures for staff to be engaged for this project.

Certificate of Principal Trainer who will be engaged by the supplier on this project and certificate of additional personnel (if any) who will be engaged by the supplier on this project.

3.0 Facilities

Gives details on the staff accommodation proposed for the works.

FORM E - SCHEDULE OF PRICES

Tenderer's Name _____

NOTES TO THE SCHEDULE OF PRICES

1.0 The Tender is for a rate to measure and lump sum price as per below table.

- (a) The Schedule of Prices should be completed and will be used to consider payments due to the Contractor and where appropriate.
- (b) Detailed descriptions of works and materials required have not been repeated in the Schedule of Prices.
- (c) Anything not specifically listed in the Schedule of Prices but necessary to complete the Works in accordance with the Contract, shall be deemed to be included in the rates and prices listed against the appropriate item of the Schedule of Prices.
- (e) The Schedule of Prices will be read in conjunction with the remainder of the documents comprising the Contract.
- (f) The rates and prices indicated in the Schedule of Prices should include for training, materials if any, during the works and on completion.
- (g) A rate or price should be entered against each item within the Schedule of Prices.

In the event that a price is not entered against any item, the cost of that item is deemed to be included elsewhere in the Schedule of Prices.
- (h) All rates and prices should be provided in FJD dollars VAT exclusive.

FORM F - SCHEDULE OF PRICES

Tenderer's Name _____

Table 1 Fees

Position Title	Nominated Person	Available Hours/ Year	Hourly Rate
1.			
2.			
4.			
5.			

Table 2 Expenses and Disbursement

Type	Description	Rate (FJD VEP)	Comments
Mobilisation			
Allowances			
Vehicles			
Accommodation			
Disbursement (Only applicable if invoices of disbursement is submitted)			
Equipment's (If any)			
Etc...			

Lump Price for Providing Training in Tower Assembly for Transmission and Telecommunication

Towers	Location	LS FJD VEP
1.Tower T82 – Stringing and Cut-Over	Balevuto, Ba	
Total Lump Sum (FJD VEP)		

FORM G – TERMS OF PAYMENT

Tenderer's Name _____

The terms of payment are to be as listed below:

1. Payment shall be made in full within 30 days after invoicing.

The Tenderer should list proposed alternative terms of payment if the above terms are not acceptable. For any advance payments, bidder shall provide a bank guarantee of the same amount to EFL.

FORM H – EVALUATION CRITERIA

Selection Criteria	Percentage Scoring
Pricing	20%
Training Plan	10%
Step by Step Narrative of the proposed method of Stringing works	5%
Company Profile and Organization Structure	5%
Competencies records/ procedure	10%
Certificate of Principal Trainer and additional trainer (if any)	20%
Safety Management Plan	20%
Reference for past engagement in similar projects	10%
Total	100%

PART 3

SCOPE AND PROGRAMME OF WORKS

Scope

EFL wishes to hire a qualified trainer to train and guide EFL team in Stringing and Cut- Over works on 132kV Transmission Tower T82 in Balevuto, Ba on Wailoa – Vuda Line.

Trainer Requirements

- 1.1. Provide evidence of past experience in transmission tower assembly works, Conductor stringing and cutover works with names of referees.
- 1.2. Provide details of project specific work experience.
- 1.3. Past project safety records.
- 1.4. Detailed Curriculum Vitae of the trainer and any assistant(s).

Responsibility of a Trainer.

- 1.1. Overview of theoretically concepts for Transmission Conductor Stringing to approx. 35 EFL personnel's.
Note: The trainer shall pick the competent personnel's for conductor stringing works after theoretical training.
- 1.2. Safety and Risk Management Plan
- 1.3. An audit of materials and equipment's required.
- 1.4. An audit of personal protective equipment's.
- 1.5. Demonstration setup in Navutu with all equipment's required for conductor stringing and cutover works.
Note: the trainer needs to have prior experience in stringing OPGW as well which will be part of the training as well.
- 1.6. Guide EFL team in mobilisation of equipment and materials to site.
- 1.7. Take photos of the site and record.
- 1.8. Guide Team in setting up equipment's in planned and safe manner.
- 1.9. Guide team in setting machines and equipment's for stringing works.
- 1.10. Supervise and assist conductor, OPGW stringing which will be on the job training for EFL employees.
- 1.11. Take photos of the finished site.
- 1.12. Provide a brief report, including photos, detailing the works.
- 1.13. Demobilise

Programme

The key scheduled dates are set out below and the Works are to be executed in the time frames given:

Tenders Close	23 rd September 2020
---------------	---------------------------------

Contract Award	5 th October, 2020
Project Completion	October 2020

PART 4

TECHNICAL SPECIFICATION

Tower T82 Conductor Stringing and Cut-over

1. PRELIMINARY AND GENERAL

1.1. Scope of Work

The general scope of this Contract is to train and guide EFL team in conductor stringing and cut-over on 132kV Wailoa to Vuda Transmission Line in Balevuto that failed during Cyclone Winston in 2016.

1.2. Overview

Transmission Tower T82 in Balevuto, Ba

- The Tower foundation base is complete with stub legs out ready for assembly.
- The tower construction will start on September 21st.

The scope of work for this Contract includes the supply of all management, administration, engineering etc. required to complete the Works. EFL will be responsible in providing labor and tools and equipment's, machinery in completion of the works.

Outage will be planned on mutually agreed schedule. Since isolating the 132kV Wailoa – Vuda Transmission line that powers whole of western side of Viti Levu, is not cost effective on a weekday therefore outages will be planned on a Sunday(s) –a maximum two outages can only be organized.

The trainer shall be responsible for thorough planning for cutover and submit prior plan on how the works will be carried out.

The bidder is required to submit the following:

- a) Project establishment and site mobilization procedures.
- b) Project management, complete site management and full time safety representative.
- c) Photographic recording of the site works.
- d) Provision of all equipment, except those specified as being supplied by the EFL.
- e) Detailed work plans.
- f) Determination and documentation of the level of safety precautions required with relation to the operations.

g) Project Close-out Report in PDF format including photographs.

1.3. Operational Constraints

The major operational constraint is the completion of works within time frame during the day of the 132kV Wailoa to Vuda Transmission Line Outage. Most of the customers in the western side of Viti Levu will be affected, therefore risk management and work planning shall be thorough to complete works within time frame.

The conductors can be strung to the base of the new tower both sides prior to the outage with conductors crimped with dead-ends.

1.4. Site Access for the Trainer

The Contractor shall allow the trainer and/or his representative ready access to sites at all times.

1.5. Site Works Planning

A detailed work sequence plan / programme shall be prepared by the Contractor, detailing all activities required for the works.

1.6. Site Photos

The Contractor shall take the following photos:

- The foundation and surrounding area before commencement of the work
- The foundation and surrounding area after completion of the work

1.7. Works Location

The work is located at Tower T82 on the Vuda – Wailoa 132kV Line in Balevuto, Ba (T82).

2. MATERIALS, EQUIPMENT AND SERVICES PROVIDED BY CLIENT

2.1. General

The Employer is responsible for liaison with landowners and authorities for the purpose of provision of access and implementation of the site works. The Employer will obtain the appropriate regulatory and statutory approvals for the works.

2.2. Disposal of Scrap Materials

All surplus scrap materials will be removed from site by the employer.

2.3. Traffic Control

Traffic control, if required, will be provided by the employer.

2.4. Site reinstatement

EFL is responsible for site reinstatement.

2.5. Insurance Cover/ Supporting Documents

-Professional Indemnity Insurance cover of \$1,000,000.00

-Valid FNPF Compliance Certificate

-Valid Tax Compliance Certificate

-Valid FNU Compliance Certificate.

3. LIST OF EQUIPMENT'S FOR TOWER ASSEMBLY AND TOWER T82 STRINGINGS AND CUTOVER WITH EFL

Item No	Description
1	Derrick
2	Hydraulic Puller/Tensioner
3	Hydraulic Drum Winch
4	Reel Winder
5	Hydraulic Conductor Drum elevated Stand
6	Cradle Reel Elevator
7	Nylon Ropes
8	Anti-Twist Steel Braided Rope
9	Suspension Ladders
10	Anchoring Ladders
11	Working Platforms
12	Self-gripping conductor clamp
13	Hydraulic Crimper Press

14	Single Conductor Construction Trolley (Sitting/Standing)
15	Lifting Tackles
16	Steel Snatch Blocks (36kN/50kN)
17	Portable Grinders, Impact Wrench
18	Generators
19	4x4 Vehicles
20	5 Ton Crane

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: _____

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 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 23rd September, 2020.

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

MR 214/2020
Training Services - Tower T82 Conductor Stringing and Cut - Over on 132kV
Wailoa-Vuda Transmission Line

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) 9992400.

Bidders are requested to submit a:

- **Valid Tax Compliance Certificate**
- **FNPF Compliance Certificate**

The Tender Bids particularly the "Price" must be typed and not hand written.

(Tender Submission via email or fax will not be accepted)