



ENERGY FIJI LIMITED

TENDER DOCUMENT

MR 247/2021

VEGETATION MANAGEMENT WORKS FOR 33KV SYSTEM REINFORCEMENT PROJECT IN NADI BACK ROAD, SCHEME #: SR99-19

**COMPULSORY SITE VISIT: 11.00AM 8/12/2021, NADI BACK ROAD, FLAME TREE
DEPOT**

TENDER CLOSING: 4.00PM, 15/12/2021

1. Scope of Works

Tenders are invited for Vegetation Management Works for 33kV System Reinforcement Project in Nadi Back Road. Bids are to be submitted tabulated below:

Stage	Location		Price (VIP)
	From	To	
1	Nadi International School	Korean Church Junction	

Note: All prices shall be typed. Hand written bids will be disqualified.

Note:

- a) Vegetation management works will only be carried out on both sides of the proposed 33kV line as on drawing number A3 03 N54 019 01 for Scheme #: SR 99-19.
- b) Vegetation Management will be done in 1 round:
 - a. **30 meters** of vegetation to be cleared from both sides of the proposed 33kV line with all undergrowth and all trees within the **falling distance** of the proposed 33kV power line. This round will also include any trees specifically specified by EFL.
- c) The conductors for the 33kV line will be installed on 17m pole hence the line will stand approximately 14 meters above ground. The height shall be taken into account when deciding and clearing trees within falling distance.
- d) All required HSE documents need to be submitted as part of Contractors bid.
- e) Clear all vegetation growth where possible by the root/ground and ensure that it does not grow again.
- f) **Clear all cut trees, branches and debris.** (Contractor responsible for disposing of trees, branches and debris at an appropriate dumping site at the Contractors responsibility.

2. Commencement and Completion of Works

- a) Latest date for commencement of the works: Immediately after issue of LPO.
- b) Date for final completion of the works: 1 week after the issue of LPO.

3. For the purpose of supervising the contract on behalf of the Authority, references in the General Conditions to the Authority shall include the Manager Transmission or his designated officer. The Project Manager shall be the Manager Transmission and the Project Engineer shall be the Transmission Engineer Western. The Project Supervisor shall be assigned prior to the Induction.

4. Insurance

- (a) Contractor's risk \$500,000.
- (b) Public Liability \$500,000.

The contractor shall indemnify EFL against any claims for liability, injuries, losses, damages etc that may arise during the execution of the works.

5. Liquidated and ascertained damages

Agreed liquidated damages (LDs) shall be payable by the Contractor for failure to achieve the required **Time of Completion** or by any extended time allowed by the EFL. The Agreed liquidated damages will be \$200.00 per day of delay.

Any extension of time will be agreed upon by The Project Manager and the Contractor. Such extension of time will be reduced in writing and communicated to the Contractor by EFL.

6. CONTRACTOR REQUIREMENTS

- a) **Tender Bid** – Contractor shall submit a firm bid clearly indicating prices of each stage in FJD VIP.
- b) **Site Visit** – Contractor shall participate in a site visit which is compulsory. Bids from tenderers who do not participate in the site visit shall be disqualified.
- c) **Standards** – All vegetation management work shall be in compliance with EFL Vegetation Management Policy.
- d) **Vegetation clearing** –. Vegetation, which at a mature height will exceed 2m in height and will be within falling distance from the EFL lines are to be removed. Vegetation debris shall be disposed off neatly at an environmentally safe location, which should not be a nuisance to anyone and no complaint shall arise in regards to disposal of VM debris. No debris shall be left by the roadside, or blocking drains. In the event vegetation is not disposed of promptly, EFL shall organize alternative contractors to dispose the same and the cost shall be deducted from the contract sum. The contractor is to look for the disposal place – EFL shall not provide or liaise on behalf

of the contractor for disposal of the debris.

- e) **Safety Plan** – The tender bid shall include a Safety Plan that will be evaluated by the EFL’s HSE Unit. Tender bids with incomplete, unacceptable, or without a Safety Plan will not be considered for award.
- f) **Safety Record** – Tender bid shall include a brief report on Safety performance over the last two years. The report shall include all incidents and accidents.
- g) **Sub-contracting** – Subcontracting shall not be permitted, except where this is specifically presented in the tender bid, and only upon approval by EFL. Subcontractors shall be required to fulfil all requirements as if they were the contractor.
- h) **Scope of works** - Work involved in this contract is broadly classified into two phases, and progress payments shall be processed accordingly.
 - i) Vegetation Clearing
 - ii) Disposal of vegetation debris
- i) **Contact** - Contractor shall have a valid postal address, Office phone/fax/e-mail contact. The Principal shall be available by mobile phone at any time.
- j) **Training** – Contractor shall ensure his employees have attended training on the following within the past 6 months :
 - EFL Safety Manual Training
 - EFL Vegetation Management Policy,and records of this shall be submitted with the tender bid. In the event that the training has not been carried out, the Contractor shall ensure these training are carried **PRIOR** to induction for new project.
- k) **Chainsaw Operator** – Contractor shall ensure that the project has one Certified Chainsaw Operator, certified by the Department of Forests. Records of these personnel shall be submitted with the tender bid.
- l) **Invoicing** – Contractor shall submit details of work completed to allow prompt approval of invoice.
- m) **Safety Induction** - A Safety induction must be conducted before start of vegetation management work. ***Contractor shall ensure that all employees who work on the project attend the Safety Induction. All contractor employees are to present a valid company ID card clearly showing a current photo, employee name, employee date of birth and employee job description.***
- n) **Instruction to Commence Work** - Contractor shall NOT commence work on site unless an “Instruction to Commence Work” has been received from the Project

Manager.

- o) **Signboards** - One signboard (6'X 4') must be erected at the start of the works and one at the end of the works clearly stating :

<p>DANGER</p> <p>PROJECT: VEGETATION MANAGEMENT</p> <p>CONTRACTOR:</p> <p>VEGETATION MANAGEMENT WORK.</p> <p>Driver please reduces speed. Pedestrians please use other footpath/side of road</p> <p>THANKS</p>

All other signboards must be placed at appropriate locations as per FRA requirements.

- p) **Accident Reporting** – All accidents and incidents shall be reported immediately to EFL using approved forms available in the EFL Safety Plan Template, or equivalent.
- q) **Project Updates** - Contractor shall meet with EFL Project Manager, Project Engineer and Project Supervisor to discuss project progress and bottlenecks. These meetings shall be minuted for records, and circulated to the appropriate stakeholders.
- r) **Tidiness** – The Contractor shall maintain the worksite in a neat and tidy condition.
- s) **Consent for Vegetation clearing** – no vegetation shall be cleared unless specific instruction to do so has been received from the Project Supervisor. Notwithstanding this, the contractor shall inform the tree owner that he is required to clear the tree, and shall obtain the owner’s confirmation that he has given EFL his consent to remove the tree, prior to proceeding with cutting the tree.
- t) **Fires** – No fires are to be lit at jobsites for the purpose of clearing vegetation or vegetation debris.
- u) **Damage to property** – The Contractor shall ensure that there is no damage to roadways, footpaths, drains, water-courses, properties and other services. The Contractor shall make good to the satisfaction to the owner any damage caused by the contractor at their cost.
- v) **Portable signboards** - Portable signboards must be placed as per FRA requirements.
- w) **Traffic and Pedestrian Control** – The Contractor shall ensure that there is minimum disruption to the flow of traffic and pedestrian. EFL procedures on Traffic Control and Pedestrian Control shall be diligently exercised.

- x) **Worksite protection** - Bollards/cone must be placed where required to barricade the worksite.
- y) **Jobsite Safety Assessment** - Contractor to carry out Jobsite Safety Assessment daily, and as and when required, and submit these to EFL.
- z) **Contractor HSE Compliance** - Contractor shall comply with EFL/Contractor HSE Manual at all times.
- aa) **Defects Rectification** – The contractor shall rectify all defects within one (1) days as per contract.
- bb) **Project completion** – The contractor shall complete work on time as per contract.
- cc) **Project progress** – If the Contractor fails to proceed with the works with reasonable diligence or suspends the works or refuses to comply with the reasonable direction from EFL by reason of which the works are materially affected and any such default continues for a period of seven (7) days after the issue of written notice, EFL may itself call any other person to complete the works at the Contractor’s risk and expense.
- dd) **EFL/Contractor HSE Manual** - Contractor shall comply with EFL/Contractor HSE Manual at all times.
- ee) **Departure from tender specification** – the contractor shall specifically state any departures from the EFL tender specifications. Note that departures will result in the tender bid being disqualified.

7. EFL Requirements

- a) EFL’s HSE Department shall vet Safety Plan submitted by Contractor and approve after queries clarified by Contractor.
- b) EFL Project Supervisor and Project Engineer shall carry out regular site inspections to ensure compliance with HSE requirements, and submit Safety Visit Reports of the visit.
- c) EFL Project Supervisor and Project Engineer shall issue Non-Conformance Report if required, and follow up for verification of implementation of Action Items arising out of the Non-Conformance Report.

8. PAYMENT SCHEDULE

Payment shall be made as per payment schedule:

Phase	Description	Percentage payment
1	100% completion of work	100%

Progress payments may be made, but shall not exceed the value of work completed.

9. EVALUATION CRITERIA

The bidder has to scope for 100% mandatory compliance

Criteria	EFL Requirement	Bidder's Reply
Experience with EFL	At least 2 VM jobs done	
Capability to complete task (Labour names with details)	1 chainsaw operator with 5 other VM authorized personnel per team (Minimum 2 Teams Required)	
Insurance Policy	Contractors risk - \$500K Public Liability - \$500k FNU Compliance Certificate	
EFL Contractor Tender HSE Management system Questionnaire - HSE41C02	Complete and return document	
EFL Contractor Health and Safety Plan - HSE41C04	Complete and return document	
EFL Contractor JSA & Risk Assessment Form - HSE41C11	Complete and return document	
Contractor Plant and Equipment Register - HSE41C12	Complete and return document	
Clearing of all VM debris	All VM debris to be cleared and disposed at environmentally safe location	
Chainsaw Operator Certificate	Copies of certificate to be provided	
VM Certificate	All VM ID card copies with detail required for staff expected to carry out VM	
Site Visit Attended	Compulsory for site visit	

Fiji Revenue & Customs Service Tax Compliance Certificate to be given with bid	Compulsory document to be submitted with bid	
FNPF compliance certificate to be given with bid	Compulsory document to be submitted with bid	
Proof of good workmanship	Agreement to deduction from contractual amount the equivalent cost incurred due to unplanned outage as a result of VM after full completion of 2 st round of VM	
Company Registration	Bidder to submit	

TENDER CHECKLIST

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

Tender Number _____

Tender Name _____

1. Full Company / Business 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 (Mandatory))

9. FNPF Employer Registration Number: _____ **(For Local Bidders only) (Mandatory)**

10. **Provide a copy of Valid FNPF Compliance Certificate (Mandatory- Local Bidders only)**

11. **Provide a copy of Valid FRCS (Tax) Compliance Certificate (Mandatory Local Bidders only)**

12. **Provide a copy of Valid FNU Compliance Certificate (Mandatory Local Bidders only)**

13. Contact Person: _____

I declare that all the above information is correct.

Name: _____

Position: _____

Sign: _____

Date: _____

Tender submission

Bidders are requested to upload electronic copies via Tender Link by registering their interest at: <https://www.tenderlink.com/efl>

This is due to COVID 19 restrictions on movements. Therefore, EFL will not accept any hard copy submission to be dropped in the tender box at EFL Head Office in Suva.

This tender closes at 4.00pm (1600hrs) on Wednesday 15th December, 2021.

For further information or clarification please contact our Supply Chain Office on phone (+679) 3224360 or (+679) 9992400 or email us on tenders@efl.com.fj

The bidders must ensure that their bid is inclusive of all Taxes payable under Fiji Income Tax Act.

The lowest bid will not necessarily be accepted as the successful bid.

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

Any request for the extension of the closing date must be addressed to EFL in writing three (3) working days prior to the tender closing date.

Tender Submission via email or fax will not be accepted.