

ENERGY FIJI LIMITED

BIDDING DOCUMENT

MR 05/2022

**PREFERRED SUPPLIER - SUPPLY OF
TEST EQUIPMENT FOR WOODEN
POWER POLE BASE INSPECTION**

Section 1. Instructions to Bidders

- 1. Scope of Bid** Energy Fiji Limited (hereinafter referred to as "the Employer"), wishes to receive bids for PREFERRED SUPPLIER – SUPPLY OF TEST EQUIPMENT FOR WOODEN POWER POLE BASE INSPECTION for Western and Central division as specified in these bidding documents (hereinafter referred to as "the works
- 2. Eligible Bidders** This Invitation to Bid is open to bidders who have sound financial background and have previous experience in handling such projects.
- Bidders shall provide such evidence of their continued eligibility satisfactory to the purchaser as the purchaser shall reasonably request.
- Bidders shall not be under a declaration of ineligibility for corrupt or fraudulent.
- 3. Eligible Materials, Equipment and Services** TEST EQUIPMENT FOR WOODEN POWER POLE BASE INSPECTION is to be supplied under the Contract shall have their origin from reputable companies.
- 4. Qualification of the Bidder** To be qualified for award of Contract, bidders shall submit all relevant documents, brochures, details and filled evaluation criteria document which shall be providing sufficient detail to confirm the bidder's capability to fulfil the contract.
- 5. 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.
- 6. Tender Submission** It is mandatory for Bidders to upload a copy of their bid in the TENDER LINK Electronic Tender Box no later than 1600hrs, Wednesday, 26th January, 2022. To register your interest and tender a response, view 'Current Tenders' at: <https://www.tenderlink.com/efl>
- For further information contact The Unit Leader Strategic Procurement, Inventory & Properties at tenders@efl.com.fj
- 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 26th January, 2022.**

- 7. Deadline for Submission of Bids**
- Bids must be received by the Employer at the address specified above no later than 1600 hours (Fiji Time) (26th January 2022).
- The Employer may, at its 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.
- 8. Late Bids**
- Any bid received by the Employer after the deadline for submission of bids prescribed will be rejected.
- 9. Modification and Withdrawal of Bids**
- 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 through email on tenders@efl.com.fj
- No bid may be modified by the bidder after the deadline for submission of bids.
- 10. Purchaser's Right to Accept any Bid and to Reject any or all Bids**
- The Purchaser 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 Purchasers action.
- 11. Notification of Award**
- Prior to expiration of the period of bid validity prescribed by the Employer, the Employer will notify the successful bidder by email, confirmed by registered letter, that its bid has been accepted. This letter (hereinafter and in the Conditions of Contract called the "Letter of Acceptance") shall name the sum which the Employer will pay the Contractor in consideration of the execution, completion and maintenance of the Works by the Contractor 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.
- Upon the furnishing by the successful bidder of a performance security, the Employer will promptly notify the other bidders that their bids have been unsuccessful.
- 12. Signing of Contract Agreement**
- At the same time that he notifies the successful bidder that its bid has been accepted, the Employer will send the bidder the Form of Contract Agreement provided in the bidding documents, incorporating all agreements between the parties.
- Within 7 days of receipt of the Form of Agreement, the successful bidder shall sign the Form and return it to the Employer.

**13. Corrupt or
Fraudulent
Practices**

The Employer requires that the Contractor observe the highest standard of ethics during the procurement and execution of such contracts. In Pursuance of this policy, the Employer:

(a) defines, for the purposes of this provision, the terms set forth below as follows:

(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

(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 Employer, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial noncompetitive levels and to deprive the Employer of the benefits of free and open competition;

(b) EFL will reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

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1.0 Technical Specifications -Supply of Test Equipment for Wooden Power Pole Base Inspection

1.1 General Description

The preferred supplier is to supply Energy Fiji Limited with a test equipment for wooden pole base inspection for Central and Western division as and when required by the Authority. This wooden pole base inspection units will be used to determine the condition of the wooden pole and execute preventive maintenance as and when required. The bidder's proposal shall address all specification and shall include sufficient information and supporting documentation in order to determine compliance with this specification without further necessary inquiries.

EFL is looking to award this tender for preferred suppliers for a period of 2 years. Tender can be awarded to multiple suppliers based on technical and financial evaluation.

1.2 Specification and Evaluation Criteria

Note to bidders: Please submit a copy the table below with your products details (in the BIDDERS PRODUCT DETAILS column) in comparison to what is required by EFL. Failure to submit the mandatory technical specifications in the table below will automatically result in the disqualification of the tender bid.

	Criteria	EFL Requirement	Bidders Product Details
Technical Specifications	Units Generation (version)	Most Recent	
	Units	1 x testing unit and 1 x data analyzing unit(hand held)	
	Weight (Kg)	Not to exceed 4Kg	
	Noise Level (dB)	Not to exceed 90dB	
	Operating Temperature	10°C - 50°C	
	Battery	18V Lithium-ion, 6.0Ah	
	Water proof	IP 54	
	External Ports/Interface	Serial Bluetooth	
	GPS	Via Handheld Unit	
	Software	Computer and Android	
	Residual Strength	Must be able to read data essential for evaluation of pole condition.	
	Load Index		
	Wood Density Profile		
	Moisture Content		
	Evaluation of Pole Base (via: App, Software or Hand Held Unit)	Self-Evaluation of pole condition in 4 categories (Good, Acceptable, Critical, Danger)	
International Standards	BS EN 14229:2010 ANSI		

Note:

1. Photo/Image of wooden pole base inspection unit to be supplied with tender bid for reference.

2. OHS Certification

The Test equipment shall be OHS Certified. It is mandatory for this certificate to be provided with the Tender Bid. Necessary documentation shall be submitted as evidence by bidder to ensure compliance.

3. Quality and Environment Assurance

The quality assurance system of design, manufacture, and inspection shall conform to ISO 9001. Quality assurance certificate according to ISO 9001 issued by an authorized inspection agency shall be submitted with the bid. The environment management system of manufacture shall confirm to ISO 14001.

Environment assurance certificate according to ISO 14001 issued by an authorized inspection agency shall be submitted with the bid. Bids will not be considered if the manufacturer's experience or quality assurance system does not meet the above requirements.

4. Warranty

12-month warranty on the test equipment is to be provided. The warranty shall start from the point the item has been received by EFL and confirmed operational and defect free after a hands on training.

5. User Operation Manual

A user manual is to be provided for each function, usage detail and onscreen options is to be provided with the test equipment.

6. Training

The bidder must provide tutorial videos as to how to operate the test equipment's and obtain the desired data in field. The tutorial videos must also cover software and application tutorials in relation to data collection and analysis along with all the features provided by the units.

The bidder shall also provide training to a group of people in EFL. This may require the bidder to be present in person but due to COVID -19 border restriction, this timing can be uncertain therefore the bidder is requested to bid this as an optional item. The bidder to include all travelling and accommodation costs.

Note, a Withholding Tax ("WHT") of 15% will be deducted by the employer on the service component before making the payment to the contractor.

7. Operating Conditions

The Remote Receiver will be used at tropical (fairly humid, rainy and hot) conditions with temperatures ranging from 10 to 50 Degrees Celsius. The nominal frequency of electrical reticulation in Fiji is 50Hz. The equipment shall be water resistant, dust resistant as specified in the criteria tables above.

8. Taxation

The pricing shall be EXCLUSIVE of any type of taxation that needs to be paid in Fiji

9. Delivery

All items shall be delivered to Lautoka Port (Fiji) or Nadi Airport on CIF basis. Bidder must state shipping method – airfreight or sea. Whichever method the bidder chooses, they must ensure the delivery is within 2 months maximum after the issue of LPO. The bidder must take into account all logistics and costs involved to have the item shipped to Fiji.

10. Period of Validity of Goods

Bids shall remain valid for a period of 90days after the deadline for the receipt of Bids. A bid valid for a shorter period shall be rejected by EFL as non-responsive.

In exceptional circumstances, EFL may solicit the Bidder's consent to an extension of the period of validity.

The request and the responses thereto shall be made in writing.

11. Bid Currency

Unless otherwise specified, the unit rates and prices shall be quoted by the bidder's country of origin.

The following table must be filled and then returned with the bid. The prices must be valid for a minimum period of 90days.

Description	Quantity	Total Price (CIF) to Lautoka Port or Nadi Airport	Bid Currency	Shipping Method
Test Equipment for Wooden Power Pole base Inspection	4			
Training -Optional depending on Covid-19 Border Restriction)- Price to be Inclusive of WHT	1			

The above table is to be filled and submitted with the bid. Failure to submit price as per CIF terms may result in the bid being rejected for evaluation and award. **PLEASE STATE CURRENCY.**

12. Optional Accessories

All optional accessories are to be stated in the bid with delivery prices per unit item. It shall be EFL discretion to either purchase or forego the optional accessories stated. Picture references must be provided for clarity in choosing the accessory.

Prices are to be submitted in a table similar to below format.

Accessory Description	Quantity	Total Price (CIF) to Lautoka Port or Nadi Airport
1 Example: Spare 18V Lithium-ion Battery	2	
2		

Note: Bidder must state if price is for airfreight to Nadi Airport or sea freight to Lautoka Port.

13. Bidder Details

The Bidder shall provide all the necessary information specified in the tables below:

1	Name of Bidding Company	
2	Contact Person Name	
3	Telephone	
4	Fax	
5	Email	
6	Mobile	
7	Name of Company CEO/Director	
8	Sales Tax/ Commercial Tax/ CST Nos.	
9	Service Tax No.	
10	Income Tax No.	

1	Name of Authorized Person for bidding	
2	Signature of Authorized Person	
3	Company Stamp	

14. Other value added services

The bidder is open to include any other information that may add value to services.

15. Tender Evaluation

After the bids are received, it will go through a normal tender evaluation process as per EFL's Tender Policy and Procedures. The successful and unsuccessful bidders will be advised of the outcome after completion of the Tender evaluation process.

16.Tender Submission Check List

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: _____

17.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 26th January, 2022.

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.