



TENDER NO – MR 134/2022

**PREFERRED CONTRACTOR FOR INSTALLATION
OF FLY STAYS AND GROUND STAYS FOR
SAWANI – WAITOLU 33KV LINE EXTENSION
PROJECT.**



Notes:

1. **Bidders to submit copies of EFL training records with current validity. Bids without this will be disqualified.**
2. Safety Plan to be included in tender bid.
3. Safety Report for 2019, 2020 and 2021 to be submitted with tender.
4. List of Construction projects completed for EFL to be submitted with tender.
5. **Please pay specific attention to Clause 12 under PART C, Contractor Requirements: “Electric Power Lineman/ Line Mechanic/ Line Worker** – Contractor shall ensure that the Construction Team comprises a minimum of three personnel, at least one of whom shall be a certified Electric Power Lineman/ Line Mechanic/ Line Worker. The remaining team members shall comprise of registered Trainee Line Workers/ Trainee Linemen/ Trainee Line Mechanic working on the project on a full time basis. Records of these personnel shall be submitted with the bid.
Contractors unable to submit positive proof (Certificates) that they meet this key requirement shall not be considered.
6. **Please pay specific attention to Clause 25 under PART C, Contractor Requirements: “Transportation of material** – The Contractor shall transport all materials from the EFL Depot (exact depot dependent on project location) to worksite.

COMPLIANCE CHECKLIST

Compliance - The following mandatory documents are to be provided with the tender bid:

No.		Check (v)
1	Tax Compliance Certificate from FRCA	
2	Business Registration details	
3	FNPF Certificate	
4	Evidence of manpower employment (e.g. payroll listing, etc.)	
5	Evidence of available machinery e.g. Crane to plant Stay poles. (available in house or contractor shall hire at his/her cost)	
6	Project Team Composition of the team executing the works, including photo IDs, qualification of personnel	
7	Insurance cover details – Public Liability, Workers, Contractor’s all risk	
8	Evidence of 1% Grant Levy to FNU	

Bidders are to ensure that the above item are included as part of their bid. Failure to provide documentation for the above will disqualify the bid.

FIRST SCHEDULE

Contractor Name/Stamp

A: SPECIAL CONDITIONS OF CONTRACT –

1. The works shall comprise the installation of power lines as per the details in the table below:

Please enter unit rates in the table below

Item No.	Description	Quantity	Unit Rate
1.	Installation of Fly Stay Pole only	1	
2.	Installation of Ground Stay without connecting to Power pole	1	
3.	Transportation-Pickup of Hand Picked Spalls (with 2km zone of installation of fly stay or ground stay)	1	
4.	Transportation-Pickup of Hand Picked Spalls (with 5km zone of installation of fly stay or ground stay)	1	

2. Note: All price shall be typed. Hand written bids will be disqualified. The tender can be awarded to more than 1 bidder.

3. Work schedule

(a) Latest date for commencement of the works:	1 Days from issue of LPO.
(g) Date for final completion of the works:	To be provided by the EFL project Engineer after issue of LPO.

4. 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 Central.

5. Insurance (refer clause 14)

(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.

6. Liquidated and ascertained damages (refer clause 20):
\$200 per day.

7. Defects Liability period (refer clause 21): 6 months

8. Retention Fund (refer clause 24)

(a) Limit of retention fund:	10% of contract sum
(b) Nature of retention fund:	cash

- (c) Release of retention fund: 6 months after the issue of completion certificate by the project engineer, subject to no pending defects

B: SECOND SCHEDULE

Specification for Installation of Fly Stays and Ground Stays for Sawani – Waitolu 33kV Line Extension Project.

2.0 General

This specification covers the Installation of Fly Stays and Ground Stays for Sawani – Waitolu 33kV Line Extension Project under conditions of Contract attached herein.

2.1 Scope of Work

Work involved in this contract is installation of Fly stays and installation of ground stays

Note: All works to be carried out as per EFL standards.

C: CONTRACTOR REQUIREMENTS

General Below is a list of minimum requirements for overhead power line construction contractors:

- 1) **Bid** – Contractor shall submit a firm bid clearly listing unit costs for all items required.
- 2) **Site Visit** – Contractor shall participate in a site visit (date, time and location as advised by EFL) which is compulsory. Bids from companies who do not participate in the site visit shall be disqualified. Site visits outside the date/time/location specified by EFL will not be entertained.
- 3) **Standards** – All construction work shall be in compliance with EFL Standard Overhead Line Design & Construction Manual. If any instances occur whereby the requirements of this Manual cannot be complied with or where it is desired for a specific reason to depart from them, written permission must first be obtained from the EFL Unit Leader Distribution
- 4) **Materials** – To ensure quality control, all material for the project shall be supplied by EFL. Non-technical items may be supplied by the contractor only if it is specifically stated in the bid document.
- 5) **Safety Record** –bid shall include a brief report on safety performance over the last two years. The report shall include all incidents and accidents.
- 6) **First Aid** – each team on the jobsite must have a full First Aid Kit.
- 7) **Sub-contracting** – Subcontracting shall not be permitted, except where it is specifically stated by the contractor, and only upon approval by EFL. Subcontractors shall be required to fulfil all requirements as if they were the contractor.
- 8) **Scope of works** - Work involved in this contract is broadly classified into the following phases:

- i) Installation of ground stays
- ii) Installation of fly stay poles
- iii) Connecting of stay wire to power pole
- iv) Transportation of Materials
- v) Digging, Erecting and dressing of the pole

- 9) **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.
- 10) **Work Program** - Contractor shall submit a work program before start of project. This shall be part of the contract. Work shall commence within one (1) days after receiving an official EFL Purchase Order.
- 11) **Ground condition** – Contractors are to note that sub-soil comprises soapstone and could contain other services such as Telecommunication, Water & Sewerage, etc.
- 12) **Electric Power Lineman/ Line Mechanic/ Line Worker** – Contractor shall ensure that the Construction Team comprises a minimum of five personnel, at least one of whom shall be a certified Electric Power Lineman/ Line Mechanic/ Line Worker. The remaining team members shall comprise of registered Trainee Line Workers/ Trainee Linemen/ Trainee Line Mechanic working on the project on a full time basis. The personnel with pole access training only cannot carry out any construction works. Records of these personnel shall be submitted with the bid.
- 13) **Invoicing** – Contractor shall submit details of work completed to allow prompt approval of invoice.
- 14) **Safety Induction** - A Safety induction must be conducted before start of power line construction work.
- 15) **Instruction to Commence Work** - Contractor shall NOT commence work on site unless an “Instruction to Commence Work” has been received from the Project Manager.
- 16) **Signboards** – the contractor shall setup appropriate traffic management during execution of works as per FRA requirements.
- 17) **Accident Reporting** – All accidents and incidents shall be reported immediately to EFL using approved forms available in the EFL Safety Plan Template, or equivalent.
- 18) **Project Updates** - Contractor shall meet with EFL Project Manager, Project Engineer and Project Supervisor on a weekly basis to discuss project progress and bottlenecks. These meetings shall be minuted for records, and circulated to the appropriate stakeholders.
- 19) **Weekly Reports** – The Contractor shall submit weekly updates on the status of the project to the Project Manager, Project Engineer and the General Manager Network.
- 20) **Tidiness** – The Contractor shall maintain the worksite in a neat and tidy condition.
- 21) **Village Protocols** – the contractor shall comply with protocols involved in working on land owned by Indigenous Fijians to ensure smooth work progress.

- 22) **Transportation of material** – The Contractor shall transport all materials from the EFL Depot to worksite.
- 23) **Security** - Contractor shall be responsible for the safekeeping of all materials at work site, and will be required to pay for damage and/or loss.
- 24) **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.
- 25) **Portable signboards** - Portable signboards must be placed as per the EFL Safety Manual along the roads, and must meet minimum FRA requirements.
- 26) **Traffic and Pedestrian Management** – 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. Traffic and pedestrian management shall, as a minimum, meet Fiji Roads Authority standards.
- 27) **Worksite protection** - Bollards/cone must be placed at intervals not exceeding 10m. At critical locations the interval distances shall be reduced to 5m or lower (e.g. 1m) depending on the risks.
- 28) **Barricades** - Open trench/pole-hole is to be barricaded on a full time basis by the Contractor.
- 29) **Jobsite Safety Assessment** - Contractor to carry out Jobsite Safety Assessment daily, and as and when required, and submit these to EFL on a weekly basis.
- 30) **Credit of surplus material** – The contractor shall transport and credit all unused materials to the designated EFL Stores promptly after the completion of each job. Note that the award of new projects may be put on hold until material verification has been completed.
- 31) **Defects Rectification** – The contractor shall rectify all defects within seven (7) days as per the contract.
- 32) **Project completion** – The contractor shall complete work on time as per the contract.
- 33) **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/company/new contractor to complete the works at the Contractor’s risk and expense.
- 34) **Insurance** – The Contractor will be required to possess valid insurance policies as shown below :

Policy type	Value
Public Liability	\$500,000
Contractors All Risk	\$500,000

- 35) **OHS Compliance** - To provide/submit evidence of OHS compliance from the Ministry of Labour



- 36) **Personal Protective Equipment** – Submit a list of personal protective equipment (PPE) available with the contractor.
- 37) **HSE Requirements** – The contractor’s bid shall include all requirements from the EFL HSE Contractor Safety Management System. These will be evaluated by the EFL’s HSE Unit. Bids with incomplete, unacceptable, or without the HSE requirements will not be considered for award. The Contractor must submit the following with their bid :
- i) **Contractor HSE Specification** – it contains 10 clauses which contains the overall HSE requirements and the contractor needs to agree to this.
 - ii) **Contractor HSE Plan** (Document HSE41C04) – The contractor shall fill in each part of the Plan.
 - iii) The Contractor will list down all the plants and equipment to be used in the **Plant & Equipment Register** as well as chemicals in the **Chemical register**.
 - iv) The **JSA & Risk Assessment** form will require the contractor to identify hazards which may not have been adequately addressed in EFL’s existing procedures and outline proposed controls.
- 38) **Invoicing for Payment** – the contractor shall submit invoices of appropriate value for payment. The invoice shall be accompanied by a copy of the latest project status report from the Contractor. Payment shall not be processed unless the invoice is submitted together with the Contractor’s Project Status Report.



D: EFL REQUIREMENT

- EFL Project Supervisor shall obtain Road/footpath opening permits.
- EFL Project Engineer shall obtain clearance from Municipal Council, Telecom Fiji Ltd, Water Supply Department, and Sewerage Department.
- EFL's HSE Unit shall vet Safety Plan submitted by Contractor and approve after queries clarified by Contractor.
- EFL Project Engineer shall ensure that any EFL underground mains on the jobsite is clearly located, marked and identified to the Contractor.
- EFL Project Engineer shall submit to the Project Manager all necessary approval documentation from Municipal Council, Fiji Roads Authority, Telecom Fiji Ltd, Water Supply Department and Sewerage Department. Upon receipt of these approvals, and the approved Safety Plan, the Project Manager shall issue an "Instruction to Commence Work" to the Contractor.
- 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.
- 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.

E: PAYMENT SCHEDULE

Payment shall be made as per payment schedule:

Phase	Description	Percentage payment
1	Work scope as per LPO	90%
2	Retention	10% to be released after 6 months pending zero defects.



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>

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 Friday 3rd June, 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. Bidders are to clearly state the percentage of VAT that is applicable to the bid prices.

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.