

Tender for Preferred Supplier for Supply of EFL Female and Male Staff Uniforms

Specification

Tender No. MR 95/2022



Energy Fiji Limited (EFL) wishes to invite sealed tenders for the Supply of EFL Female and Male Staff Uniforms.

Female Uniforms Specification

The supplier should be able to supply the following:

1. Suitable fabric and patterns for office wear (Skirt, Blouse, Dress and Pants, Blazer) and preferable with EFL colors and EFL logo printed on tops. (I.e. Blue, Green, Mustard and White) but not essential.

Approximate Staff: 30 x 3 pairs each. (Could be more or could be less)

2. Suitable Bula printed fabric with EFL logo for Friday wear. (Optional)
3. Blazer with EFL logo to match the skirt or pants.

Male Uniforms Specification

The supplier should be able to supply the following:

1. Suitable fabric and patterns for office wear (Pants, Short Sleeve shirt, long sleeve shirt, next ties and Suits Jacket /Blazer) and preferable with EFL colors and EFL logo printed on tops. (i.e. Blue, Green, Mustard and White) but not essential.

Approximate Staff: 30 x 3 pairs each. (Could be more or could be less)

2. Suitable Bula printed fabric with EFL logo for Friday wear. (Optional)
3. Blazer with EFL logo to match the skirt or pants.

1. Eligibility / Selection Criteria of the Bidder

The supplier should be a well-established garment factory.

The supplier must provide the following:

- a. Supply of suitable fabric materials, patterns and sewing charges of the uniforms inclusive of accessories such as buttons, zips, paddings, belts, etc.
- b. Organization Bio Data.
- c. A list of Companies that are your customers.
- d. Firm confirmation on the delivery of completed uniforms (from the date of order) must be stated.
- e. Certain staff need made to measure and this should be available.

2. Delivery

All required materials shall be delivered to the Energy Fiji Limited Head Office, 2 Marlow Rd, Suva.

The tenderer is open to include any other information that may add value to their product or after sales services.

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 Wednesday 18th May, 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.