



**Preferred Supplier for the Supply of Office  
Furnitures for Energy Fiji Limited**

**Tender Number: MR 160/2022**

Energy Fiji Limited (EFL) is a statutory body vested with the responsibility for the provision of electricity supply throughout the Fiji Islands.

EFL is responsible for the Generation, Transmission and Retail of electricity on the larger islands, Viti Levu, Vanua Levu and Ovalau, which account for some 90% of the country's population. Installed generation capacity is approximately 237MW, comprising 80MW Monasavu Hydro Scheme and 40MW Nadarivatu Hydro Scheme in Viti Levu and about 112MW of diesel capacity in 14 stations on the three main islands. Of the diesel capacity 92MW is on Viti Levu which has been supplementing the Monasavu hydro scheme for the Viti Levu Interconnected System (VLIS) which has been reaching maximum demand of 152MW. Transmission is provided by 145km of 132kV lines (connecting Wailoa & Nadarivatu Hydro Power Stations to the East and West coasts) and about 350km of 33kV lines. Power distribution is by means of more than 8,000km of 11kV and 415/240V lines.

## **A. SPECIFICATIONS**

### **1. PRELIMINARY AND GENERAL**

The Contractor shall furnish all labor and transportation as necessary to complete the services required as part of this tender.

### **2. SITE LOCATION**

Central, Western and Northern Division including Taveuni and Levuka.

### **3. ENERGY FIJI LIMITED**

The supplier shall at all times comply with all Energy Fiji Limited's HSE Regulations currently in force while accessing any site for delivery purpose.

## **B. OTHER RELEVANT INFORMATIONS**

### **1. ENVIRONMENTAL CONTROL**

Comply with all environmental protection provisions in the Contract and the requirements of any statute, by-law, standard and the like related to environmental protection.

### **2. DURATION OF CONTRACT**

The expected duration for price validity for the office products must be for a period of **one (1) year** from the date of signing of the contract. This tender is a preferred supplier arrangement for a period of one year. The successful bidder will be required to carry stock, and EFL will purchase the products on as and when required basis (Quantity cannot be determined at this stage). **There may be more than one successful bidder for the supply of various Office Products.**

### **3. EFL CONTACT PERSON**

The EFL's contact person for the tender will be the Manager Properties for all locations.

### **4. CLARIFICATIONS**

Any clarification's can be directed to:

**The Supply Chain Office**  
**Email:** [tenders@efl.com.fj](mailto:tenders@efl.com.fj)  
**Ph:** 3224360/9992400

## 5. SCOPE - Product Specifications and Pricing

- All prices must be inclusive of delivery charges.

	Chair Type	Description	Unit Price (VIP - FJD)	Unit Price (VIP - FJD)	Unit Price (VIP - FJD)	Unit Price (VIP - FJD)	Unit Price (VIP - FJD)	Unit Price (VIP - FJD)
			<b>CENTRAL Between Korovou to Deuba</b>	<b>WESTERN 1 Between Sigatoka to Rakiraki</b>	<b>WESTERN 2 Wailoa, Monasavu &amp; Nadarivatu</b>	<b>NORTHERN Labasa to Savusavu</b>	<b>TAVEUNI</b>	<b>LEVUKA</b>
1	<b>High Back Leather Chair</b>	<ul style="list-style-type: none"> <li>• Weight limit to be ≥ 150kg</li> <li>• Chrome base</li> </ul>						
2	<b>High Back Chair - Fabric</b>	<ul style="list-style-type: none"> <li>• Weight limit to be ≥ 150kg</li> <li>• Chrome base</li> </ul>						
3	<b>Conference Chair - Fabric</b>	<ul style="list-style-type: none"> <li>• Weight limit to be ≥ 150kg</li> <li>• Steel base with arm rest</li> </ul>						

4	<b>Visitors Chair – Fabric</b>	<ul style="list-style-type: none"> <li>• Weight limit to be ≥ 120kg</li> <li>• Steel base</li> </ul>						
5	<b>Cashiers High Chair – Fabric with or without arm rest</b>	<ul style="list-style-type: none"> <li>• Weight limit to be ≥ 150kg</li> <li>• Chrome base</li> </ul>			N/A		N/A	N/A
6	<b>4 seater link chair – Plastic type</b>	<ul style="list-style-type: none"> <li>• Weight limit to be ≥ 400kg</li> <li>• With arm rest</li> </ul>			N/A		N/A	N/A
7	<b>4 seater link chair – Fabric</b>	<ul style="list-style-type: none"> <li>• Weight limit to be ≥ 400kg</li> <li>• With arm rest</li> </ul>			N/A		N/A	N/A
8	<b>2 drawer steel filing cabinet</b>	<ul style="list-style-type: none"> <li>• With locking provision</li> </ul>						
9	<b>3 drawer steel filing cabinet</b>	<ul style="list-style-type: none"> <li>• With locking provision</li> </ul>						

10	4 drawer steel filing cabinet	<ul style="list-style-type: none"> <li>With locking provision</li> </ul>						
11	Magnetic White board	<ul style="list-style-type: none"> <li>1800mm x 900mm or similar</li> </ul>						
12	Magnetic White board	<ul style="list-style-type: none"> <li>1200mm x 900mm or similar</li> </ul>						
13	Round meeting table	<ul style="list-style-type: none"> <li>4 seater type</li> </ul>						

- Bidders are encouraged to submit their tender document in the above table format.*

**Special Notes:**

- All prices must be inclusive of delivery charges.**
- Bidders must submit specification or full description for each item quoted.
- Bidders must state in the tender document on color availability for each product.
- Bidders to include photographs for the tendered items.

**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. Valid Public Liability Insurance Cover**

**14. Detailed Business Profiles with Referees**

15. 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 29<sup>th</sup> 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](mailto: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.**