

TENDER NO – MR 95/2023



PROJECT:

**TRENCHING AND REINSTATEMENT WORKS
FOR REPLACEMENT OF LOW VOLTAGE
UNDERGROUND BOX AT JUNCTION OF
LOFTUS AND GLADSTONE ROAD, SUVA**

TENDER SPECIFICATION DOCUMENT

FOR LOCAL BIDDERS ONLY

Notes:

1. Bidders to bid via electronic submission via Tender Link.
2. Bidders to submit copies of EFL training records with current validity. Bids without this will be disqualified.
3. Cable Jointer Certificate to be included in tender bid.
4. Contractor shall provide photo ID of all employees who will be working on the project, clearly indicating their Employment/FNPF number and Job Description. A tabulated list of the same shall be provided.
5. This work shall be carried out in compliance with EFL and FRA (Fiji Roads Authority) guidelines, standards and procedures. (FRA compliance certification must be provided with the bid for materials used and reinstatement works carried out). Test results should also be provided if requested by FRA.

The installation of the cable shall be carried out under direct EFL supervision. This work may involve work on a Sunday.

Note: it is **mandatory** for a certified cable jointer to be part of the team carrying out works. Failure to have a cable jointer in the team may render the bid non-compliant.

COMPLIANCE CHECKLIST

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

No.		Check (v)
1	Tax Compliance Certificate from FRCA	
2	Business Registration details	
3	FNPF Compliance Certificate	
4	Evidence of manpower employment (e.g. payroll listing, etc.)	
5	Project Team Composition of the team executing the works, including photo IDs, qualification of personnel	
6	Insurance cover details – Public Liability, Contractor’s all risk	
7	Evidence of 1% Grant Levy to FNU	

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

A. FIRST SCHEDULE

SPECIAL CONDITIONS OF CONTRACT

1. The works shall comprise the works as tabulated in the 'Work Scope' and explained during the site visit.

Work Scope

Part	Scope
1	Saw Cutting and Trenching to expose underground LV cables and LV underground link box
2	Provide traffic management
3	Sand, Slab, Backfill and Reinstate after installation of new LV underground link box

Note:

1. Route comprises sealed road, Concrete driveways, footpath and grass verge.
2. Sub-seal comprise soapstone and services.
3. Trenching near power poles to be carried out without affecting power pole base at least 1.8m away from pole base.
4. Reinstatement also includes concrete reinstatement as per FRA requirement (30MPA where needed).
5. All concrete reinstatement and tarseal (if applicable) materials to be provided by bidder.
6. Joint Pit trenching/formation to be part of scope of bidder/contractor.
7. Sand and basecourse to be transported from EFL Kinoya Depot.

Please enter prices in FJD (VIP) in the table below;

Items	Amount \$ (FJD VIP)
Lump sum price	

- a) Payable in a single lump sum upon final completion of the works with 0% retention.
3. (Refer clauses 5, 18, 19, 21 and 22)
- (a) Latest date for commencement of the works: 5 day from issue of LPO
 - (b) Date of practical completion of the works. : 14 days from issue of LPO

Note: project is estimated to be completed in April/May.

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 Distribution Central or his designated officer. The Project Manager shall be the Manager Distribution Central whereas, Project Engineer and Project Supervisor shall be the Technical Officer Technical Support Team.

5. Insurance (refer clause 14)

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

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

7. Defects Liability period (refer clause 21): 7days

8. Retention Fund (refer clause 24)

- | | | |
|--------------------------------|---|--|
| (a) Limit of retention fund | : | 0% of contract sum |
| (b) Nature of retention fund | : | N/A |
| (c) Release of retention fund: | | Subject to no pending defect, and as per EFL Finance Policy. |

Note: payment will be done after 30days from date of completion of works.

A. SECOND SCHEDULE

1.1 Saw Cutting and Trenching.

This work shall be carried out in compliance with EFL and FRA (Fiji Roads Authority) guidelines, standards and procedures. (FRA compliance certification must be provided with the bid for materials used and reinstatement works carried out). Test results should also be provided if requested by FRA.

1.2 Traffic Management

Traffic Management Equipment and personnel shall be provided by the contractor in compliance with FRA requirements.

1.3 Sand, Slab, Backfill and Reinstatement

- Apply suitable layer of sand bedding (to be supervised by EFL).
- Backfill sand on top of cable to height specified by EFL site supervisor (minimum as per EFL standard).
- Installation of slabs and danger/warning tape. (to be supervised by EFL).
- Backfill Trenching across road/footpath with AP40 and AP60 in compact Layers of 200mm or as specified by FRA.
- Carry out concrete reinstatement of any footpath or driveway damaged, removed or cut for cable trenching and installation purpose.

In the event that the cable fails post reinstatement as a result of mechanized pressure on the underground cable or LV underground box, the Contractor shall be required to pay all costs associated with the trenching, exposure and repair of the damage/fault.

1.4 Site Cleanup

All left over materials is to be returned to the Kinoya Stores and credited accordingly.

Fine sand from Sigatoka (as per EFL standard) and Base coarse (AP40 & AP60) shall be provided by EFL and the Bidder shall arrange transportation of these material from EFL's Kinoya Depot to Project Site. Concrete reinstatement (and tarseal/asphalt if required) items shall be provided and transported to site by the bidder.

C: CONTRACTOR REQUIREMENTS

1. **Tender Bid** – Contractor shall submit a firm lump sum bid.
2. **Site Visit** – Contractor shall participate in a site visit which is compulsory. Bids from tenderers who do not participate in the sitevisit shall be disqualified.
3. **Standards** – All construction work shall be in compliance with EFL Standard Overhead Line Design & Construction Manual.
4. **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.
5. **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.
6. **Training** – Contractor shall ensure his employees have attended EFL Safety Manual Training at least once in the past 12 months, 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.
7. **Ground condition** – Contractors are to note that sub-soil comprises soapstone and could contain other services like Telecom Fiji Ltd, Water & Sewerage, etc.
8. **Invoicing** – Contractor shall submit details of work completed with images to allow prompt approval of invoice. Work completion shall be verified by EFL before processing invoice.
9. **Safety Induction** - A Safety induction must be conducted before start of any power line construction work whether overhead or underground.
10. **Instruction to Commence Work** - Contractor shall NOT commence work on site unless an “Instruction to Commence Work” has been received from the Project Manager/Engineer.
11. **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 the below or an approved FRA standard sign:

DANGER

PROJECT: UNDERGROUND POWERLINE CONSTRUCTION – [Description of project]

CONTRACTOR:

POWER CABLE CONSTRUCTION WORK.

Driver please reduces speed.

Pedestrians please use other footpath/side of road

THANKS

12. **Accident Reporting** – All accidents and incidents shall be reported immediately to EFL using approved forms available in the EFL Safety Plan Template, or equivalent.
13. **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.
14. **Tidiness** – The Contractor shall maintain the worksite in a neat and tidy condition.
15. **Transportation of material** – The Contractor shall transport all materials from Kinoya Stores to work site, EXCEPT concrete poles, which may be picked up from Humes Depot. Sand shall be available from EFL Kinoya Depot unless a site is available for sand offloading near to worksite.
16. **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.
17. **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.
18. **Portable signboards** - Portable signboards must be placed at 50m intervals or as required by FRA.
19. **Traffic and Pedestrian Control** – The Contractor shall ensure that there is minimum disruption to the flow of traffic and pedestrian. EFL and FRA procedures on Traffic Control and Pedestrian Control shall be diligently exercised.
20. **Worksite protection** - Bollards/cone must be placed at 10m intervals or as required by FRA.



single limit.

Automobile Liability

Coverage for claims for bodily injury, including death, and property damage by any person, arising from the use of any automobile while engaged in the performance of Work hereunder, will be purchased locally in accordance with local statutory requirements.

Professional Indemnity ('PI') Insurance Cover

For the contracts with the various monetary amounts listed below signed with EFL, the Contractor is required to obtain their PI covers (as applicable to them for the contract amount) which are as follows:-

- For EFL Contracts up to FJD\$100K – **\$250,000 PI Cover** is required;
- For EFL Contracts > FJD\$100K up to \$500K – **\$1.5M PI Cover** is required;
- For EFL Contracts > \$500K up to \$1M – **\$2.5M PI Cover** is required; and
- For any EFL Contracts above \$1M and up to \$2M - **\$5M PI Cover** is required.

28. Personal Protective Equipment – Submit a list of personal protective equipment (PPE) available with the contractor.



D: EFL REQUIREMENT

- EFL Project Engineer 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 any Safety Plans 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, Telecom Fiji Ltd, Water Supply Department and Sewerage Department. Upon receipt of these approvals, and the approved Safety Plan, the Project Manager/Engineer 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	Lump sum payment upon 100% completion of work	100%

G. MANDATORY COMPLIANCE

- i. FNPF Compliance
- ii. Tax Compliance
- iii. FNU Compliance
- iv. Insurance Certificate
- v. Company Registration Certificate
- vi. Labor Details
- vii. Machinery, Tools & Equipment Details
- viii. OHS Compliance
- ix. Traffic Management Plan
- x. Cable Jointer Certificate



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 22nd March, 2023.

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.