



ENERGY FIJI LIMITED

BIDDING DOCUMENT

MR 98/2023

PREFERRED SUPPLIER

**SUPPLY OF CHAINSAW AND
REPLACEMENT PARTS
(CHAIN BAR and CHAIN)**

Invitation for Bids

Date: 14th March, 2023

Tender No: MR 98/2023

The ENERGY FIJI LIMITED (“The Employer”) invites sealed bids from reputable and suitable Bidders for Supply of Chainsaw and Replacement parts (chain bar and chain).

All bids for the contract shall be submitted on the appropriate forms provided and shall include the completed price schedule, technical schedule and schedules of experience etc. The bid shall be on the basis of a lump sum contract based on firm prices.

Bidders may obtain further information from, and inspect and acquire the bidding documents, at

ENERGY FIJI LIMITED

The Secretary Tender Committee

2 Marlow Street, Suva, FIJI.

Suva

The deadline for submission of bids shall be **1600hrs (local time) on Wednesday, 05th April, 2023**

During evaluation of bids, the Authority may invite a bidder or bidders for discussions, presentations and any necessary clarification before awarding the contract price proposal.

Section 1. Instructions to Bidders

- 1. Scope of Bid** Energy Fiji Limited (hereinafter referred to as "the Employer"), wishes to receive bids for supply of chainsaw, chain bar and chain as specified in this bidding documents
- 2. Eligible Bidders** This Invitation to Bid is open to bidders who have sound financial and technical background and have expertise in supplying such equipment with arrangement for servicing/repairing or facilitating for such.
- 3. 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.
- 4. 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.
- 5. Deadline for Submission of Bids** Bids must be received by the Employer at the address specified below no later than 1600 hours (Fiji Time) (05th April, 2023).

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.
- 6. Late Bids** Any bid received by the Employer after the deadline for submission of bids prescribed will be rejected.
- 7. 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.
- 8. Employer's Right to Accept any Bid and to Reject any or all Bids** The Employer 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 Employer's action.
- 9. 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 the Employer 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. Corruptor 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 non-competitive levels and to deprive the Employer of the benefits of free and open competition;
- (b) 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. General Description

This tender is to purchase new complete set chainsaw, chain bar and chain separately. The equipment will be used in the cutting of all types of trees from the base trunk and tree branches near and around power lines. The equipment is to be designed reliable and be efficient to sustain daily operations. Importantly the bidder should specifically state the chainsaw safety features. The equipment shall have the following features:

- Ability to operate via built-in engine.
- Designed with anti-vibration system
- Designed for all weather conditions.
- Ensures fewer maintenance cycle during operation.
- Designed for safety and comfort of the operator.

The supplier is to supply for a fixed contract term of three (3) years as per the specification below and shall include sufficient information and supporting documentation in order to determine compliance with this specification. A hands-on operator training on the Chainsaw must also be provided at EFL's Navutu and Kinoya in Lautoka and Suva respectively.

Find table below for the preferred quantity for the tender period:

Year 1	Year 2	Year 3
15	15	15

2. Specifications and Evaluation Criteria

Note to bidders: Please submit a copy of 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. Find below table containing the technical specifications for one (1) set of Chainsaw complete with Accessories.

Specification	Requirement	Bidder's Remark
Make	Bidder to specify	
Model	Bidder to specify	
County of Origin	Bidder to specify	
General		
Standard production, hand held, chainsaw of latest design and in current production	Yes to all	
Capable of operating in tropical condition.	Yes	
Any item not included in this specification but necessary for the efficient /enhanced operation of the equipment.	Yes	
Chainsaw Safety features	Yes	
Engine		
Make	Bidder to specify	
Model	Bidder to specify	

Specification	Requirement	Bidder's Remark
Country of Origin	Bidder to specify	
Engine Type	Bidder to specify	
Water/Air Cooled	Bidder to specify	
Air Cleaner Type	Bidder to specify	
Cylinder Displacement (Approx.)	45.4cc to 45.7cc	
Max rpm (Approx.)	9000 to 14000	
Rated Power Output (hp)	2.8hpto 3.1hp	
Starting Mechanism	Recoil	
Fuel tank capacity (Approx.)	15.22oz to 15.9oz	
Weight of head (Approx.)	10.1 lbs to 11 lbs	
Chain Pitch (Approx.)	0.325	
Guide Bar Length (Approx.)	18 inch	
Anti-vibration system	Yes	
Warranty, Manuals and Equipment		
Chainsaw supplied to be covered by manufacturer's warranty	Yes	
Warranty duration	6 months minimum	
Repair manual, operators manual and maintenance manual supplied	Yes	
Local Service Agent appointed by manufacturer	Mandatory	
Repair tool kit supplied	Specify	
Any other accessories	Specify	

3. Training

Bidders are to provide operations demonstration for an approximate of 30 participants at Navutu and Kinoya depots, in Lautoka and Suva respectively AT NO ADDITIONAL COST TO EFL which must be part of the supplier's value added services. The details of the hands-on training must be provided in the tender bid, which may include:

- Classroom exercise – operation guide, features, maintenance, etc.
- Field exercise – storage, control in field and operation, servicing of the equipment, cleaning, filing and installation of chain etc.

4. Delivery

All items shall be delivered to various EFL Kinoya and Navutu depots in the Country. The bidder must consider all logistics and costs involved to have the equipment delivered.

5. Period of validity of Goods

5.1 Bids shall remain valid for a period of six (6) months after the deadline for the receipt of Bids. A bid valid for a shorter period shall be rejected by EFL as non-responsive.

5.2 In exceptional circumstances, EFL may solicit the Bidder's consent to an extension of the period of validity. The request and the responses there to shall be made in writing.

6. Bid Currency

Unless otherwise specified, the unit rates and prices shall be quoted in Fijian dollars.

7. Schedule of Prices & Conditions of Payment

The Schedules are intended to provide the Employer with essential supplementary information in an organized format. Examples of more commonly used Schedules are given herein. Others may be devised and added in accordance with the requirements of the Instructions to Bidders.

All the Schedules are essential for bid evaluation and some in contract execution; they should all be incorporated in the Contract, and appropriate changes introduced with the approval of the Employer or its representative.

The schedules are to be completed and submitted as part of the Technical Proposal and Price Proposal in accordance with the Instructions to Bidders Clause 13, Documents Comprising the Bid. **Bidders whose Bids do not contain the data in the required format will be treated as non-responsive.**

8. CONTRACT PRICE

The bidder to provide the total cost of supplying the equipment, Chainsaw complete set (including 18 inch bar and chain), 18 inch bar separately and a chain 18 inch separately) delivery at Navutu and Kinoya depots, in Lautoka and Suva respectively. The bidder to declare all cost associated with this equipment inclusive of accessories with the equipment.

Item	Description	Unit Cost (VEP)	Unit Cost (VIP)
1	<i>Chainsaw complete set (including 18 inch bar and chain)</i>		
2	<i>18 inch chain bar only compatible with the supplied chainsaw</i>		
3	<i>18 inch chain only compatible with the supplied chainsaw</i>		
	Warranty Period for Equipment		6 months
	Brand of Equipment		
	Duration for delivery		

9. Company Information

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	

Contractor Name/Stamp

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 Certificate	
4	Brand/Model of the product	
5	Price	
6	Lead Time – Delivery of the Goods/services	
7	Financial capability of the Company	
8	Standard compliance – ISO – AS/NZS	
9	Warranty (for a period of 6 months)	
10	Technical Datasheet	

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.

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 05th April, 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.