



ENERGY FIJI LIMITED

BIDDING DOCUMENT

MR 226/2024

**SUPPLY OF ELECTRIC DRILL WITH
COMPLETE ACCESSORIES - THREE
UNITS**

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 Electric Drill with complete Accessories as specified in these bidding documents.
- 2. Eligible Bidders** This Invitation to Bid is open to bidders who have sound financial background and have previous experience in supplying of Electric Drill.

Bidders shall provide such evidence of their continued eligibility satisfactory to the Employer as the Employer shall reasonably request.

Bidders shall not be under a declaration of ineligibility for corrupt or fraudulent.
- 3. Eligible Materials, Equipment and Services** The Electric Drill to be supplied under the Contract shall have their origin from reputable companies from various countries. The bidders must provide evidence of the origin of the Electric Drill.
- 4. Qualification of the Bidder** To be qualified for award of Contract, bidders shall submit proposals regarding scheduling and resourcing which shall be provided in sufficient detail to confirm the bidder's capability to fulfil the contract.
- 5. 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.
- 6. Deadline for Submission of Bids** Bids must be received by the Employer at the address specified above no later than 1600 hours (Fiji Time) (10th July 2024).

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.
- 7. Late Bids** Any bid received by the Employer after the deadline for submission of bids prescribed will be rejected and returned unopened to the bidder.

8. 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.

No bid may be modified by the bidder after the deadline for submission of bids.

9. 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.

10. Notification of Award

Prior to expiration of the period of bid validity prescribed by the Employer, the Employer will notify the successful bidder by fax/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.

11. Signing of Contract Agreement

At the same time that he 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.

12. Corrupt or 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 noncompetitive levels and to deprive the Employer of the benefits of free and open competition;
- (b) EFL 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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Technical Specifications - MR 226/2024

Supply of Electric Drill with Complete Accessories- Three Units

1. General Description

This tender is to purchase quality, durable and reliable Electric Drill for the Energy Fiji Limited. The bidder's proposal shall address all specification and provide sufficient information and supporting documentation in order to determine compliance.

2. Technical Specification

Note to bidders: Please submit a copy the table below with your products details (in the BIDDERS PRODUCT DETAILS column) in comparison to what is required by the employer.

Specification	Description	Bidders Comments
Rated Power Input	1050 W	
No Load Speed	880/1,450 rpm	
Power Output	570 W	
Weight	3.7 kg	
Rated Speed	400/950 rpm	
Rated Torque	14.0/6.0 Nm	
Drill Spindle Connecting Thread	Taper B 16	
Max Torque	50.0/22.0 Nm	
Chuck Capacity Min/Max	1.5-16 mm	
Rotation	Forward and Reverse	
Depth Stop	310mm	
2-Speed Gearbox	Optimized torque for speed drilling	
Variable Speed	Easy and precise control of RPM	

Drilling Range	Description	Bidders Comments
Drilling Diameter in Aluminum	20/13 mm	
Drilling Diameter in Wood	40/20 mm	
Drilling Diameter in Steel	16/8 mm	

Total Vibration Values	Description	Bidders Comments
Vibration Emission Value Ah	2.5m/s ²	
Uncertainty K	1m/s ²	

Accessories	Description	Bidders Comments
Drill Bit	The following Drill Bit sizes shall come with the Drill: <ul style="list-style-type: none"> • Wood Drill Bit - 22mm/7/8" x 460mm • Wood Drilling Length 32cm and 46 cm (13mm of Diameter) • Wood Drill Bit - 25mm/1" x 460mm • Wood Drilling Length 32cm and 46 cm (19mm of Diameter) 	
Carry Handle	Strong carry handle for carrying the Machine	
Belt Strap	Shall Support the Machine Hands-free	
Conversion Kit-Drilling Planting Hole	Shall come with the handle for Planting Auger & Adaptor, which will make it Easier to Bore Plant Holes.	
Other Requirements		
Guarantee/Warranty Certificate	Valid for Minimum of 2 Years	
Calibration Certificate of Machine along with the Traceability	Certificate shall be submitted by the bidder	
Quotation Price	Shall have a validity of 6 months	

Service center information	Service Centre Information to be provided in the tender bid document	
Bidder must be able to provide back-up service/repair and recalibration	Submit back-up service/repair and recalibration information in the tender bid document	
General Safety Standard	AS/NZS 3820 - Essential safety requirements of electrical equipment.	
FNPF Compliance Letter	Must Provide with the Bidding Document	
TAX compliance certificate	Must Provide with the Bidding Document	
Business Registration	Must Provide with the Bidding Document	

3. Quality and Environment Assurance

The quality assurance system of design, manufacture, and inspection shall conform to ISO 9001.

Quality assurance certificate according to ISO 9001 issued by an authorized inspection agency shall be submitted with the bid.

The environment management system of manufacture shall conform to ISO 14001.

Environment assurance certificate according to ISO 14001 issued by an authorized inspection agency shall be submitted with the bid

Bids will not be considered if the manufacturer's experience or quality assurance system does not meet the above requirements.

4. Information to be supplied

The following information shall be supplied with the offer:

- a) Bidders FNPF Compliance
- b) Bidders TAX Compliance Certificate
- c) Bidders FNU Compliance Certificate
- d) Business Registration

5. Pricing Schedule

Item No.	Item Required	Quantity	Unit Price (FJD VIP)	Total Price (FJD VIP)
1	Supply of Electric Drill	3		

1. Delivery

The bidder is to state the estimated time of delivery from issue of purchase order. Maximum allowable delivery time to be 2 weeks from issue of Purchase Order.

2. Warranty

The bidder is to also state warranty details and submit in their tender submission. The required warranty period is 2 (Two) years from the date of receipt of items.

3. Price Validity

The prices must be valid for a minimum of 6 months from date of close of tender and in any case, the bidder is to exempt from making any variation with the original bid. Failure to comply will result in the direct disqualification of the bidder as a result of non-compliant. In exceptional circumstances, EFL may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing.

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 10th July, 2024.

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.