



ENERGY FIJI LIMITED

TENDER DOCUMENT

**MR
346/2024**

**PREFERRED SUPPLIER OF EX120 -
EXCAVATOR AND ROCKBREAKER
SERVICES ON HOURLY BASIS FOR
NORTHERN DIVISION**

Section 1. Instructions to Bidders

- 1. Scope of Bid**

The Energy Fiji Limited (hereinafter referred to as "The Employer"), wishes to receive bids for preferred supplier of EX120 - Excavator and Rock Breaker Services on Hourly Basis for Northern Division as Specified in these Bidding Documents.
- 2. Eligible Bidders**

The successful bidder will be expected to supply machinery on hourly basis for a minimum of 3 years.

This invitation to bid is open to bidders who have sound financial background and have previous experience in this area.
- 3. Cost of Bidding**

The bidder shall bear all costs associated with the preparation and submission of its bid and the Purchaser will in no case be responsible or liable for those costs.
- 4. Tender Submission**

It is mandatory for bidders to upload a copy of their bid in the TENDER LINK Electronic Tender Box no Later than 1600hrs, Wednesday 30 October, 2024. To register your interest and tender a response, view 'Current Tenders' at: <https://www.tenderlink.com/efl>

For further information contact the Manager Strategic Procurement, Inventory & Properties at JReddy@efl.com.fj

Bidders are requested to upload electronic copies via Tender Link by Registering their interest at: <https://www.tenderlink.com/efl>

This Tender Closes at 4.00pm (1600hrs) on Wednesday 30 October, 2024.
- 5. Deadline for Submission of Bids**

Bids must be received by the Employer at the address specified above no later than 1600 hours (Fiji Time) (30 October 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.
- 6. Late Bids**

Any bid received by the purchaser after the deadline for submission of bids prescribed will be rejected and returned unopened to the bidder.

7. 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.

8. 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.

9. 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.

13. 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 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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1.0 General Description and Work scope

The supplier is to provide the following heavy machinery on an hourly basis for the formation of access road access, pole pit digging and other works required by EFL in the Central Division.

- **12 Ton excavator with Batter Bucket, Rock Bucket and Rock Breaker Attachment**

The contractor shall be solely responsible for all associated costs for the execution of works such as transportation of fuel and operator to site for the execution of works as requested by EFL representative.

The anticipated work scope to be executed by the heavy machinery includes:

- Formation of Access Road
- Carry out landscaping for line structures and other works.
- Digging pole pit holes.
- Digging trenches for underground cables and faults.
- Construction of new drainage and side parking zones
- Rock breaking works to enable the construction of new drainage and formation of access roads.

Payments for works shall be made on a rate to measure basis (hourly rate).

Bidders are requested to provide the following documentations for the evaluation purposes:

1. Proof of ownership of Excavator
2. Documents stating the condition of the Excavator and rock breaker attachments with Pictures
3. Business Registration Certificate
4. Copies of operator's licenses
5. OHS Compliance
6. Works previously carried out for EFL or any other companies.
7. FNU Compliance Letter
8. FNPf Compliance Letter
9. Tax Compliance Letter

Note. The bidder must avail all its relevant machineries for inspection by EFL personnel.

2.0 INSURANCE

- a) Contractors Risk \$500,000.00
- b) Public Liability \$500,000.00
- c) FNU Compliance

The contractor shall indemnify EFL against any claims for liability, injuries, losses, damages etc. that may arise during the execution of the works.

The contractor shall also provide proof for the above mentioned insurances.

3.0 Bidder's pricing

Price Schedule 1: Excavator (12 Ton)

All Bidders shall submit pricing using the following template: All prices shall be FJD \$ VEP.

	Excavator (12 ton)	Cartage Mobilization (\$VEP)	Cartage De-Mobilization per Kilometer (\$ VEP)	Working Hourly Rate - Batter/Rock Bucket (\$VEP)	Working Hourly Rate - Rock Breaker Attachment (\$VEP)	Standby Hourly Rate (\$VEP)	Minimum Working Hour
1	Labasa						
2	Savusavu						

Note:

1. More than one successful bidder may be awarded for supply of heavy machinery for various locations.
2. Hand written bids will not be accepted.
3. EFL will deduct 5% from supplier payment and remit to FRCS as provisional Tax under new tax administration decree.

4.0 Bidder's GENERAL INFORMATION

1	Name and Address of the Bidder:	
2	Contact Person:	
3	Telephones:	
4	Fax:	
5	Email:	
6	Name of the Chief Executive Officer and Telephone No:	
7	Tax Identification Number	(Provide copy of TIN Letter)
8	FRCS Compliance Letter	(Provide Valid Compliance Letter from FRCS)
9	FNPF Compliance Certificate	(Provide valid Compliance Letter from FNPF)
10	FNU Compliance Certificate	(Provide valid Compliance Letter from FNU)

Note:

- The heavy machineries must be available on Weekday and Weekends after 48 hours of notice from EFL person.
- The heavy machinery may also be called on short notice during emergency with purchase order supplied after completion of works.
- No charge shall be levied on EFL in the event the work scope for the heavy machinery has been cancelled due to unforeseen circumstances.
- The supplier must provide PPE for their drivers and road cones for the heavy machinery.
- The supplier must comply with all EFL rules, regulations and standards while working for EFL under the contract.
- The contractor will be responsible for the security of machinery if left at site overnight.

5.0 Evaluation Criteria

Technical Evaluation Criteria

Mandatory Compliance

Energy Fiji Limited's Requirements	Bidders Response
1. Valid FPNF Compliance	
2. Valid TAX Compliance	
3. Valid FNU Compliance Certificate	
4. Contractor Risk Insurance	
5. Public Liability Insurance	

Bidder needs to scope 100% in mandatory compliance in order to be considered for evaluation

Energy Fiji Limited Requirements	Bidder Response
1. OHS Compliance	
2. Works previously carried out for EFL.	
3. Bidder must avail all its relevant machineries for inspection by EFL personnel.	
4. Proof of ownership of Excavator	
5. Documents stating the condition of the Excavator and attachments with Pictures	
6. Business Registration Certificate	
7. Operator's licenses copy	
8. Price	

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 - Instruction to bidders

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 30 October, 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.