



**ENERGY FIJI LIMITED**

**BIDDING DOCUMENT**

MR 46/2025

**Weed Management and Cleaning Works at  
EFL's High Voltage Zone Substations**

## Section 1. Instructions to Bidders

- 1. Scope of Bid** The Energy Fiji Limited (hereinafter referred to as "the Employer"), wishes to receive bids for Weed Management and Cleaning Works at EFL's High Voltage Zone Substations as defined in these bidding documents (hereinafter referred to as "the Works").
- 2. Eligible Bidders** This Invitation to Bid is open to bidders who have sound financial background and have previous experience in handling such weed management and cleaning works.
- 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.
- 2. Eligible Materials, Equipment and Services** The materials, equipment, and services to be supplied under the Contract shall have their origin from reputable companies from various countries and all expenditures made under the Contract will be limited to such materials, equipment, and services. At the Employer's request, bidders may be required to provide evidence of the origin of materials, equipment, and services.
- 3. Qualification of the Bidder** To be qualified for award of Contract, bidders shall submit proposals regarding work methods, scheduling and resourcing which shall be, provided in sufficient detail to confirm the bidder's capability to complete the works in accordance with the specifications and the time for completion.
- 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. Site Visit** The bidder is advised to visit and examine the Site of Works and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the bid and entering into a contract for the design-build and completion of the Works. The costs of visiting the Site shall be at the bidder's own expense. The pre-bid meeting is scheduled at
- 1) **Central: 10am, 28<sup>th</sup> January, 2025 at EFL Cunningham Zone Substation**
  - 2) **Western: 10am, 29<sup>th</sup> January, 2025 at EFL Vuda Zone Substation**
  - 3) **Northern: 10am, 30<sup>th</sup> January, 2025 at EFL Labasa Depot**
- Site visit is mandatory for all bidders
- 6. Sealing and Marking of Bids** 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, 12<sup>th</sup> February, 2025.**
- 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.**
- 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.**
- Tender Submission via email or fax will not be accepted.**
- 7. Deadline for Submission of Bids** Bids must be uploaded by the bidder at the tender link url specified above no later than 1600 hours (Fiji Time) **Wednesday, 12<sup>th</sup> February, 2025.**
- 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.

**8. Late Bids**

No late submission will be allowed on tender link portal.

**9. Modification and  
Withdrawal of  
Bids**

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

**10. Employer's Right to  
Accept any Bid  
and to Reject any  
or all Bids**

Notwithstanding Clause 34, 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.

**11. 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.

**12. 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. 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;

Furthermore, bidders shall be aware of the provision stated in Sub-Clause 1.16 and Sub-Clause 15.5 of the Conditions of Contract, Part II - Conditions of Particular Application.

## Section 2: Employer's Requirements

Energy Fiji Limited (EFL) is a statutory body vested with the responsibility for the provision of electricity supply throughout the Fiji Islands. The EFL is hereby requesting proposals from the reputable contractors to carry out Weed Management and Cleaning works at EFL's High Voltage Zone Substations.

### A. SPECIFICATIONS

#### 1. Preliminary and General

The Contractor shall furnish all labor, equipment, transportation, and services as necessary to complete all upgrading works included in the specifications.

#### 2. Site Location

All EFL's Zone Substation

#### 3. Energy Fiji Limited

The contractor shall at all times comply with all Energy Fiji Limited's HSE Regulations currently in force.

#### 4. Building Conditions

The contractor is advised to visit and assess the site and existing premises prior to tendering, as no claim will be allowed on the grounds of ignorance of the conditions existing.

#### 5. Work Plan

The contractor shall prepare a Work Program, Work Safety Plan/Risk Assessment Plan in accordance and shall submit the plan to the Officer in charge for his approval before commencing with work on the site.

#### 6. Amendment of Tender

At any time prior to the deadline for submission of tenders, Energy Fiji Limited, for any reason whether at its own initiative or in response to a clarification requested by a prospective tenderer, may modify the tender document by amendment. All prospective tenderers that have received the tender document will be notified of the amendment in writing and will be binding on them. In order to allow prospective tenders reasonable time to take the amendment into account in preparing their tenders, Energy Fiji Limited at its direction, may extend the deadline for the submission of tenders.

### B. OTHER RELEVANT INFORMATIONS

#### 1. Site Safety Management System

The contractor shall at all times comply with all Energy Fiji Limited's HSE Regulations currently in force. All PPE's and other safety equipment's will be checked by EFL's Health and Safety Department (HSE) to confirm if they are in compliance with the relevant current safety standards. No work shall commence prior to approvals given from EFL's HSE Department. Since the award will be for 3 years, EFL's HSE team will conduct PPE checks on randomly basis after initial inspection.

#### 2. 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.

#### 3. Protection of People and Property

The contractor shall keep all persons (workers) under control and within the boundaries of the site. He will be held responsible for the care of the existing premises and works generally until completion.

#### 4. Duration of Work

The weed management program is scheduled for 36 months/3 years.

#### 5. Care of the Works, Etc.

The contractor shall keep all persons under control and within the boundaries of the site. He will be held responsible for the care of the existing premises and works generally until completion.

#### 6. Tobacco/Alcohol/Drug Free Environment

EFL maintains drug free environment. Any personnel of the contractor found violating the policy will be requested to remove the product and themselves from the sites. Smoking tobacco is not allowed in EFL buildings and if so there will be designated smoking areas. Offensive language or actions are not acceptable. The EFL shall have the absolute right to require replacement of any employee the EFL deems objectionable to work on EFL premises.

**Contractors All Risk \$500,000.00**

**Public Liability \$500,000.00**

#### 7. Site Visit

- a) All interested bidders must attend a **compulsory** site visit as follows:

| Location                  | Date                           | Time | Contact Person                       |
|---------------------------|--------------------------------|------|--------------------------------------|
| EFL Cunningham Substation | 28 <sup>th</sup> January, 2025 | 10am | Samuela Tukana Junior (+679 9999282) |
| EFL Vuda Substation       | 29 <sup>th</sup> January, 2025 | 10am | Abhineet Sharma (+679 9980872)       |
| EFL Labasa Depot          | 30 <sup>th</sup> January, 2025 | 10am | Jitendra Goundar (+6799999290)       |

- b) All tenderers shall inspect and examine the site, its surroundings, and shall satisfy him before submitting his tender, as to the nature of the work and necessity for the carrying out the contract work.

### Section 3: Tender Specification and Requirements

#### A. Location of Work

Energy Fiji Limited (EFL) is seeking sealed tender proposals from EFL certified suitable contractors to carry out monthly weed management in its high voltage zone substations and switchyards yards in the Central, Western, Nadarivatu and Wailoa and Northern Regions which includes inside, outside to perimeter fence, and around electrical substations and associated facilities, cleaning of toilet facilities and inside the substation building. The zone substations are as follows:

|   | SUBSTATION    | Perimeter Fence | Switch Yard | Control Building | Region  |
|---|---------------|-----------------|-------------|------------------|---------|
| 1 | Korolevu      | ✓               | ✓           | ✓                | Central |
| 2 | Deuba         | ✓               | ✓           | ✓                |         |
| 3 | Wailekutu     | ✓               | ✓           | ✓                |         |
| 4 | Rokobili      | ✓               | ✓           | ✓                |         |
| 5 | Hibiscus Park | ✓               |             | ✓                |         |
| 6 | Suva          | ✓               |             | ✓                |         |

|     | SUBSTATION                              | Perimeter Fence | Switch Yard | Control Building | Region     |
|-----|---|-----------------|-------------|------------------|------------|
| 7   | Knolly Street                           | ✓               |             | ✓                |            |
| 8   | Komo Park                               | ✓               |             | ✓                |            |
| 9   | Cunningham Rd                           | ✓               | ✓           | ✓                |            |
| 10  | Vatuwaqa                                | ✓               |             | ✓                |            |
| 11  | Kinoya 11Kv                             | ✓               |             | ✓                |            |
| 12  | Old Kinoya 33kV                         | ✓               |             | ✓                |            |
| 14  | New Kinoya                              |                 |             | ✓                |            |
| 15  | Nausori                                 | ✓               |             | ✓                |            |
| 15  | Sawani                                  | ✓               | ✓           | ✓                |            |
| 16  | Korovou                                 | ✓               |             | ✓                |            |
| 17. | Gusuisavu                               | ✓               |             | ✓                |            |
| 1   | Wailoa Substation and Switching Station | ✓               | ✓           | ✓                |            |
| 2   | Wailoa Transformer Yard                 | ✓               | ✓           |                  |            |
| 3   | Wainikasou Yard                         | ✓               |             | ✓                |            |
| 4   | Nadarivatu Powerhouse                   |                 | ✓           | ✓                | Nadarivatu |
| 5   | Nadarivatu Switchyard                   | ✓               | ✓           | ✓                |            |
| 1   | Nacocolevu                              | ✓               | ✓           | ✓                | Western    |
| 2   | Butoni                                  | ✓               |             | ✓                |            |
| 3   | Sigatoka                                | ✓               | ✓           | ✓                |            |
| 4   | Natadola                                | ✓               |             | ✓                |            |
| 5   | Maro                                    | ✓               | ✓           | ✓                |            |
| 6   | Nabou                                   | ✓               | ✓           | ✓                |            |
| 7   | Momi                                    | ✓               |             | ✓                |            |
| 8   | Nawai Switching Station                 | ✓               |             | ✓                |            |
| 9   | Qeleloa                                 | ✓               | ✓           | ✓                |            |
| 10  | Denarau                                 | ✓               |             | ✓                |            |
| 11  | Waqadra                                 | ✓               | ✓           | ✓                |            |
| 12  | Nadi P/S                                |                 |             | ✓                |            |
| 13  | Voivoi                                  | ✓               | ✓           | ✓                |            |
| 14  | Sabeto                                  | ✓               | ✓           | ✓                |            |
| 15  | Vuda NCC                                | ✓               |             | ✓                |            |
| 16  | Vuda RCC                                | ✓               |             | ✓                |            |
| 17  | Pineapple Corner                        | ✓               | ✓           | ✓                |            |
| 18  | Lautoka Switching Station               | ✓               |             | ✓                |            |
| 19  | Naikabula                               | ✓               |             | ✓                |            |
| 20  | Rarawai                                 | ✓               | ✓           | ✓                |            |
| 21  | Tavua                                   | ✓               | ✓           | ✓                |            |
| 22  | Vatukoula                               |                 |             | ✓                |            |
| 23  | Rakiraki P/S                            |                 |             | ✓                |            |
| 24  | Volivoli                                | ✓               | ✓           | ✓                |            |
| 1   | Cawaira                                 | ✓               | ✓           | ✓                | Northern   |
| 2   | FSC Labasa                              |                 |             | ✓                |            |
| 3   | Seaqaqa                                 | ✓               | ✓           | ✓                |            |

|   | SUBSTATION | Perimeter Fence | Switch Yard | Control Building | Region |
|---|------------|-----------------|-------------|------------------|--------|
| 4 | Dreketi    | ✓               | ✓           | ✓                |        |
| 5 | Savusavu   | ✓               |             | ✓                |        |



## Section 4: Scope of Work

Zone substations provide a big challenge for weed management due to a requirement that the interior of the substations be kept weed-free from fence to fence due to electrical hazard. The internal fenced is housed with power transformers and associated switchgears and galvanized structures.

The land of yard should be treated with such chemicals, which prevents land fertility in the yards permanently and does not degrade the existing copper earthing conductors. In addition all spraying shall be done as such that does not damage the chain link fence in the process. A combination of pre-emergent and post-emergent herbicides is used to control the weeds.

### A. Fence to Gate

- a. Check all fence has the hazard signs placed on every third post and report for any missing signs.
- b. Check and report for any corrosion, damage to Fence and Gates.
- c. Secure all loose barbed wire above chain link fence.
- d. Secure all loose switch yard chain link fence.
- e. Clear fence from any weeds and creepers.
- f. Report any damage to the boundary fence.
- g. Ensure all gates are in satisfactory operational and locking mode.
- h. Wipe and clean all the sign boards.

### B. Weed Management inside Switch yard

- a. Hand pull all weeds inside the Switchyard before spraying herbicide.
- b. Remove and dispose all pulled weed from inside substation yard and fence.
- c. Spray applicable Weed control herbicides on monthly basis. Ensure quantity is suffice to control weed growth for at least one month.
- d. Clear and broom all drains inside the switch yard.
- e. Remove and Dispose all rubbish as per City/Town Council requirements.
- f. Pick up any form of rubbish inside the switch and dispose appropriately.

### C. Cleaning Outside the Substation Building

- a. Clear all guttering causing water blockage.
- b. Clear and clean all drains inside the compound.
- c. Remove any bird nests and hornet/bee hives.
- d. Remove all mud wasp nests and wipe the surface.
- e. Remove all alga/lumi (green kai) causing hazard.
- f. Water blast concrete surface outside control building (Driveway, Walkways, Parking, etc.) on 3 monthly basis on as required.
- g. Hand pull weeds on the crust metal.
- h. Spray herbicide on the crust metal.
- i. Cut all grass in the compound.
- j. Rack and dispose all the weeds and rubbish.
- k. Wipe and clean all the sign boards.

### D. Clean Inside the building

- a. Ensure all substation building is equipped with at least one (1) dust broom.
- b. Check all Building doors for correct operational.
- c. Check and report for any signs of forced entry.
- d. Remove any unused material from the floor.
- e. Remove all mud wasp nests and wipe the surface.
- f. Remove all cobwebs.

- g. Broom and Clean Substation walls and Ceiling.
- h. Ensure all Chequer plates are secured, utilise proper lifting handles.
- i. Clean all cabinets and remove dust from all manuals.
- j. Wipe, clean and polish all tables and drawers.
- k. Wipe, clean and polish all RT and telephones.
- l. Wipe and clean all doors and roller shutters.
- m. Wipe and clean all the windows and frames.
- n. Wipe, clean and polish all the control panels.
- o. Wipe, clean and polish all tables/drawers and chairs.
- p. Wipe, clean and polish all wall-mounted control panels.
- q. Wipe, clean and polish all switches.
- r. Wipe, clean and polish all tarplins covering spare parts.
- s. Vacuum clean and mop complete substation floor.
- t. Blow off dust on top of panels using electric blower.
- u. Broom, Clean and Mop Substation Floor using appropriate detergent.
- v. Sweep and mop under the materials placed in the building floor.
- w. Ensure all substation building is equipped with Fabuloso multi-purpose cleaner.
- x. Advice to EFL representative for any water leaks in the building.
- y. Report to EFL representative if the following are found in the building;
  - a. Rats.
  - b. Lizards.
  - c. Spider.
  - d. Insects.
  - e. Bird nest.

#### **E. Battery Room**

- a. Remove all dust and cob webs from battery bank using electrical blower.
- b. Remove all mud wasp nests and wipe the surface.
- c. Wipe, clean and polish hand basin.
- d. Wipe, clean and polish all switches.
- e. Vacuum, clean and mop the floor.

#### **F. Substation Store Room**

- a. Remove all materials from the store room.
- b. Remove all mud wasp nests and wipe the surface.
- c. Remove all cob-webs.
- d. Tidy and vacuum the store room.
- e. Mop and clean the floor, walls and the ceiling.
- f. Wipe and clean all materials from the store room.
- g. All the materials removed, must be placed back neatly in the store room.

#### **G. Cleaning of Toilet and Wash Room Facilities**

- a. Clean all Toilets using Harpic or Jif agent to remove all stains.
- b. Supply all toilets with a set of toilet brush. Replace as required
- c. Supply all toilets with at least two (2) rolls of toilet paper every month.
- d. Wash and clean hand basin to remove any stains.
- e. Wash and clean outside and inside of the toilet pan.
- f. Wipe and clean cistern of any dust collected on it.
- g. Wash and clean all tiles.

- h. Mop entire area with detergent.
- i. Supply/Top-up Palmolive hand wash 300ml every month.
- j. Clean and wipe all windows and frames in the toilets.
- k. Supply all toilets with one (1) Air freshener every month.
- l. Advice to EFL representative if the toilet is not functioning properly.
- m. Advice to EFL representative for any water leaks in the toilets.
- n. Advice to EFL representative for any water blockage in the system.
- o. Ensure air freshener is replaced on a monthly basis.

## **H. Weed Management Outside fence**

The management of vegetation outside the substation and associated facilities will include:

- a. Bare ground management of perimeter roads and parking areas.
- b. Bare ground management within the range of 1 meter from the property fence.
- c. Apply Herbicides on monthly basis.
- d. Cut and clear trees posing potential hazard within 10m boundary of Fence.
- e. Clean and clear all drainage facilities outside the substation compound.
- f. Ensure flood water do not enter the Substation boundaries.
- g. Remove and Dispose as per City/Town Council requirement.
- h. Temporary repair any damage to the boundary fence.

## Section 5: Price and Payment

The tenderer is to submit a breakdown of the various components of the project as per the Price Breakdown. The Contractor's request for payment shall be made to the Authority in writing, accompanied by invoice(s) describing, as appropriate, and services performed, together with other documents as may be required by the Authority. Payments shall be made promptly by the Authority, within thirty days of submission of an invoice/claim by the Contractor.

**All prices quoted are to be in lump sum per Region in Fiji dollars and V.A.T inclusive.** Table to be submitted as part of TENDER. The Tender will be awarded for a 36 month period starting from May 2025 to April 2028.

### Validity

The Tendered Price is to remain valid for a period of 90 days after the closing date of the tender.

### Price Breakdown

Please fill in the price breakdown details as required in table 1, Table 2, table 3 and table 4.

**Table 1: Price Breakdown for Central Region**

| Item | Region  | SUBSTATION      | Monthly Mobilization Cost | Monthly Demobilization Cost | Monthly Mobilization Cost | Total |
|------|---------|-----------------|---------------------------|-----------------------------|---------------------------|-------|
| 1    | Central | Korolevu        |                           |                             |                           |       |
| 2    |         | Deuba           |                           |                             |                           |       |
| 3    |         | Wailekutu       |                           |                             |                           |       |
| 4    |         | Rokobili        |                           |                             |                           |       |
| 5    |         | Hibiscus Park   |                           |                             |                           |       |
| 6    |         | Suva            |                           |                             |                           |       |
| 7    |         | Knolly Street   |                           |                             |                           |       |
| 8    |         | Komo Park       |                           |                             |                           |       |
| 9    |         | Cunningham Rd   |                           |                             |                           |       |
| 10   |         | Vatuwaqa        |                           |                             |                           |       |
| 11   |         | Kinoya 11Kv     |                           |                             |                           |       |
| 12   |         | Old Kinoya 33kV |                           |                             |                           |       |
| 14   |         | New Kinoya      |                           |                             |                           |       |
| 15   |         | Nausori         |                           |                             |                           |       |
| 15   |         | Sawani          |                           |                             |                           |       |
| 16   |         | Korovou         |                           |                             |                           |       |
| 17.  |         | Gusuisavu       |                           |                             |                           |       |

**Table 2: Price Breakdown for Wailoa, Wainikasau & Nadarivatu Region**

| Item | Region     | SUBSTATION                              | Monthly Mobilization Cost | Monthly Demobilization Cost | Monthly Mobilization Cost | Total |
|------|------------|---|---------------------------|-----------------------------|---------------------------|-------|
| 1    | Wailoa,    | Wailoa Substation and Switching Station |                           |                             |                           |       |
| 2    | Wainikasau | Wailoa Transformer Yard                 |                           |                             |                           |       |
| 3    | &          | Wainikasou Yard                         |                           |                             |                           |       |
| 4    | Nadarivatu | Nadarivatu Powerhouse                   |                           |                             |                           |       |
| 5    |            | Nadarivatu Switchyard                   |                           |                             |                           |       |

**Table 3: Price Breakdown for Western Region**

| Item | Region  | SUBSTATION                | Monthly Mobilization Cost | Monthly Demobilization Cost | Monthly Mobilization Cost | Total |
|------|---------|---------------------------|---------------------------|-----------------------------|---------------------------|-------|
| 1    | Western | Nacocolevu                |                           |                             |                           |       |
| 2    |         | Butoni                    |                           |                             |                           |       |
| 3    |         | Sigatoka                  |                           |                             |                           |       |
| 4    |         | Natadola                  |                           |                             |                           |       |
| 5    |         | Maro                      |                           |                             |                           |       |
| 6    |         | Nabou                     |                           |                             |                           |       |
| 7    |         | Momi                      |                           |                             |                           |       |
| 8    |         | Nawai Switching Station   |                           |                             |                           |       |
| 9    |         | Qeleloa                   |                           |                             |                           |       |
| 10   |         | Denarau                   |                           |                             |                           |       |
| 11   |         | Waqadra                   |                           |                             |                           |       |
| 12   |         | Nadi P/S                  |                           |                             |                           |       |
| 13   |         | Voivoi                    |                           |                             |                           |       |
| 14   |         | Sabeto                    |                           |                             |                           |       |
| 15   |         | Vuda NCC                  |                           |                             |                           |       |
| 16   |         | Vuda RCC                  |                           |                             |                           |       |
| 17   |         | Pineapple Corner          |                           |                             |                           |       |
| 18   |         | Lautoka Switching Station |                           |                             |                           |       |
| 19   |         | Naikabula                 |                           |                             |                           |       |
| 20   |         | Rarawai                   |                           |                             |                           |       |
| 21   |         | Tavua                     |                           |                             |                           |       |
| 22   |         | Vatukoula                 |                           |                             |                           |       |
| 23   |         | Rakiraki P/S              |                           |                             |                           |       |
| 24   |         | Volivoli                  |                           |                             |                           |       |

**Table 4: Price Breakdown for Northern Region**

| Item | Region   | SUBSTATION | Monthly Mobilization Cost | Monthly Demobilization Cost | Monthly Mobilization Cost | Total |
|------|----------|------------|---------------------------|-----------------------------|---------------------------|-------|
| 1    | Northern | Cawaira    |                           |                             |                           |       |
| 2    |          | FSC Labasa |                           |                             |                           |       |
| 3    |          | Seaqaqa    |                           |                             |                           |       |
| 4    |          | Dreketi    |                           |                             |                           |       |
| 5    |          | Savusavu   |                           |                             |                           |       |

*Note: All Prices shall be typed. Any handwritten bids will be disqualified.*

## Section 6: Contractors Proposal to provide the following as part of Submission:

### A. Contractor

1. Methodology and scope to carry out weed management
2. Details of Pre-emergent herbicides combined with post-emergent.
3. Procedure to carry out weed spraying using engine driven sprays plants
4. Risk and standards (Health Safety, environment and Control methods)
5. Hazard identification and control procedures
6. Check sheet for completion
7. At least four (4) Employee listing with previous at least 5 years' experience working in a High Voltage Substation.
8. Proper PPE e.g. overall, safety boot, helmet and dusk mask.
9. Contractors must provide list of cleaning equipment.
10. Work Program including day(s) per substation.
11. Insurance policies, tax compliance certificates, FNPF compliance certificates
12. Contractors are requested to provide own transportation

### B. EFL provides

1. "Safety watch", a technician who knows the electrical hazards; accompany them any time they are inside the station.
2. The hazardous areas (inside boundary fence) and non-hazardous (outside boundary fence) designing substation mappings
3. All work to be programmed between the normal time 9am to 4pm
4. Site visits and discussions prior to tender closing dates
5. "weather watch" EFL will decide in consultation with contractors on cancellation of weed spraying as this is always weather dependent

## Compliance Checklist

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

| No. | Compliance                                  | Check(v) |
|-----|---|----------|
| 1   | Valid FRCS tax compliance certificate.      |          |
| 2   | Valid FNPF certificate of Compliance.       |          |
| 3   | FNU Compliance                              |          |
| 4   | Business registration details.              |          |
| 5   | Previous list of similar work experience.   |          |
| 6   | Public Liability Insurance - \$500,000      |          |
| 7   | Contractor's All Risk Insurance - \$500,000 |          |

Bidder has to scope 100% Mandatory compliance for consideration.

## Overall Evaluation Criteria

| Tender Evaluation Criteria     |  |
|--------------------------------|--|
| Category                       | Criteria   |
| Bid Responsiveness             | General responsiveness of bid, compliance to submission requirements and documentation   |
| Health Safety and Environment  | Assessment of Tenderer's compliance to health, safety and environmental requirements detailed within the technical specification<br>Past performance of Tenderers  |
| Quality Assurance              | Tenderer has Quality Management systems in place that are acceptable to Energy Fiji Limited.   |
| Technical Compliance           | Does the Tender meet Energy Fiji Limited's minimum technical requirements as outlined in the Technical Specification?<br>Will the bidder be able to deliver the service as per the requirement of EFL?<br>Risk management plan and mitigation of foreseeable risks<br>Past experience<br>Ability to deliver on time / delivery timeframe   |
| Commercial Compliance          | Tenderer holds the required current insurance provisions and has provided evidence through valid insurance certificates of currencies.<br>Assessment of the Tenderers operational risks including conflicts of interest.<br>Tenderer must comply with statutory requirements, such as that enforced by FRCS, FNPF, FNU, etc. and provide evidence of compliance as required in the specifications. |
| Energy Fiji Limited Procedures | Tenderer must comply with all relevant Energy Fiji Limited Health , Safety and Environmental procedures. This is indicated by the Tenderer signing the Form of Tender Schedule, acknowledging all applicable procedures.   |
| Financial Stability            | Assessment of Tenderer's current financial stability and ability to remain financially stable.   |
| Price Evaluation               | Base tendered prices;<br>Price escalation formula (foreign exchange and commodity based rise and fall formula or similar review mechanism);<br>Other value adding options.   |

## 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. 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>

This tender closes at 4.00pm (1600hrs) on 12th February, 2025.

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.

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.

Tender Submission via email or fax will not be accepted.