



Tender Number: MR 113/2025

**Provision for the Supply of Compactor
Waste Bins for Energy Fiji Limited**

Energy Fiji Limited hereby seeks the services of experienced Contractor's to provide Compactor waste bin services for EFL's various locations.

1. **Initial Area Inspection** - The Contractor shall make a thorough initial inspection of each site if necessary.
2. **Access to facilities** - Unless otherwise restricted by the Department, Contractor's employees will have access to the locations. Contractor employees shall be subject to the EFL's site's security procedures.
3. **Identification** - All Contractors' employees shall wear proper identification cards when entering EFL premises.
4. **Fees** – The fees shall be invoiced within 5 days of following month on a **monthly basis** and shall be payable within thirty (30) days from the date of invoice.
5. **EFL Contact Person** – The EFL contact person for all communications and decisions are the Property Officer's and Manager Properties.
6. **Insurance Requirements** – A certificate of insurance is required to be submitted to the EFL verifying that the Contractor maintains Public Liability Cover in the minimum amount required by EFL.
7. **Term of Contract** – the term of contract is for three (3) years.
8. **Tobacco/Alcohol/Drug Free Environment** – EFL maintains tobacco, alcohol, drug free environment. Any personnel of the Contractor found violating the policy will be requested to remove the product and themselves from the sites and would be taken to task.
9. Contractor to allow for all safety signs and portable work barriers to isolate work areas while carrying out work. Providing all “work in progress” and all safety directional signage.
10. All the staffs of the selected Contractor will undergo Contractors Site Induction conducted by EFL and any new staff will report to the Property Section of EFL for the Induction prior to commencement of work.

11. Specifications

a. Locations :

	EFL Location	Quantity of 4.5m³ Compactor Waste Bin with Lid	Quantity of 9 m³ Hook Bin	Quantity of 30m³ Hook Bin
1	Head Office, Suva	1	-	-
2	Kinoya Depot	3	1	1
3	Rokobili Power Station, Walubay	1	-	-
4	Deuba Power Station	1	-	-
5	Korovou Power Station	1	-	-
6	Sigatoka Depot	-	1	-
7	Nadi Power Station	-	1	-
8	Navutu Depot, Lautoka	4	1	-
9	National Control Centre, Vuda	1	-	-
10	Rarawai Power Station, Ba	-	1	-
11	Naikabula Power Station	-	1	-
12	Pineapple Corner Substation	-	1	-
13	Qeleloa Power Station	-	1	-
14	Tavua Depot	-	1	-
15	Labasa Depot	1	-	-
16	Cawaira Power Station	-	1	-
17	Savusavu Power Station	1	-	-

- b. The waste bins provided at these sites must be clean and have proper lids/covers.
- c. The bins should be new and marked or properly identified with proper signage of the contractor when supplied to each location.
- d. The contractor should be in a position to clear the bins with four (4) hours of the request.
- e. The EFL sites are accessible from 7.00am to 5.00pm – Monday to Saturday.

- f. The contractor shall bill for labor, truck fees, office fees, mileage for each of the location and any extra costs for add on locations shall be itemized in a likely manner.

12. Payment Schedule

	EFL Location	Bin Rental Per Day (VIP-FJD) (If applicable)	Waste Disposal Charges Per Trip Per Bin (VIP-FJD)
1	Head Office, Suva (4.5m ³ bin)		
2	Kinoya Depot (4.5m ³ bin)		
	Kinoya Depot (9m ³ bin)		
	Kinoya Depot (30m ³ bin)		
3	Rokobili Power Station (4.5m ³ bin)		
4	EFL Debua Power Station (4.5m ³ bin)		
5	Korovou Power Station (4.5m ³ bin)		
6	Sigatoka Depot (9m ³ bin)		
7	Nadi Power Station (9m ³ bin)		
8	Navutu Depot (4.5m ³ bin)		
	Navutu Depot (9m ³ bin)		
9	National Control Centre (NCC) (4.5m ³ bin)		
10	Rarawai Power Station (9m ³ bin)		
11	Nakikabula Power Station (9m ³ bin)		
12	Pineapple Corner Substation (9m ³ bin)		

13	Qeleloa Power Station (9m ³ bin)		
14	Tavua Depot (9m ³ bin)		
15	Labasa Depot (4.5m ³ bin)		
16	Cawaira Power Station (9m ³ bin)		
17	Savusavu Power Station (4.5m ³ bin)		

Information required for this Tender Check List (Please Tick & Enter the page number of the Submission)

- | | |
|---|---------------|
| <input type="checkbox"/> Company Profile (Including Director(s) Owner(s)) | Page NO._____ |
| <input type="checkbox"/> Certificate of Business Registration | Page NO._____ |
| <input type="checkbox"/> Business License | Page NO._____ |
| <input type="checkbox"/> TIN Number | Page NO._____ |
| <input type="checkbox"/> Vat Registration & FRCS Compliance | Page NO._____ |
| <input type="checkbox"/> FNPF Registration Number & Compliance | Page NO._____ |
| <input type="checkbox"/> Evidence of Workman Compensation Insurance Cover | Page NO._____ |
| <input type="checkbox"/> Evidence of Insurance Cover | Page NO._____ |
| <input type="checkbox"/> HSE Certification & Policies | Page NO._____ |
| <input type="checkbox"/> Previous Work Experience/Customer Reference | Page NO._____ |
| <input type="checkbox"/> Knowledge & Expertise of Staff | Page NO._____ |
| <i>(Key Employee Profile. Curriculum Vitae....etc)</i> | |
| <input type="checkbox"/> Cost Proposal | Page NO._____ |
| <input type="checkbox"/> Description & Quality of Product/Service | Page NO._____ |
| <input type="checkbox"/> Price Validity of Product/Service | Page NO._____ |
| <input type="checkbox"/> Warranty/Guarantee of Product/Service | Page NO._____ |
| <input type="checkbox"/> Other Information Regarding this Tender | Page NO._____ |

To be filled and accompanied with the Tender Proposal Documents

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: _____

Submission of Tender Method

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 19th March, 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

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.