



# **FIJI ELECTRICITY AUTHORITY**

## **BIDDING DOCUMENT**

**MR 199/2015**

**SUPPLY OF CONCRETE CULVERTS**

## Section 1. Instructions to Bidders

- 1. Scope of Bid** The Fiji Electricity Authority (hereinafter referred to as "the Employer", wishes to receive bids for SUPPLY OF CONCRETE CULVERTS compliant to AS/NZS 4058:2007, as defined in these bidding documents (hereinafter referred to as "the Works").
- The successful bidder will be expected to supply the culverts as a **preferred supplier for a minimum period of 12 Months.**
- 2. Eligible Bidders** This Invitation to Bid is open to bidders who have sound financial background and have previous experience in handling such projects.
- 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. Bidders to demonstrate compliance with relevant applicable international standards.
- 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:
1. Work methods
  2. Work scheduling and
  3. resourcing
- This 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. Sealing and Marking of Bids** The bidder shall seal the original copy of the technical proposal, the original copy of the price proposal and each copy of the technical proposal and each copy of the price proposal in separate envelopes clearly marking each one as: "ORIGINAL-PROPOSAL", and "COPY PROPOSAL", etc. as appropriate.
- The bidder shall seal the original bids and each copy of the bids in an inner and an outer envelope, duly marking the envelopes as "ORIGINAL" and "COPY".
- The inner and outer envelopes shall
- be addressed to the Employer at the following address:
- Tuvitu Delairewa  
General Manager Corporate Services

2 Marlow Street,  
Suva,  
FIJI.  
Phone: 679 3224 185 Facsimile: 679 331 1882  
Email: TDelairewa@fea.com.fj  
And

bear the following identification:

- Bid for: **SUPPLY OF CONCRETE CULVERTS**
- Bid Tender Number: **MR 199/2015**

**6. Deadline for Submission of Bids**

Bids must be received by the Employer at the address specified above no later than 4pm on Wednesday, 23<sup>rd</sup> December 2015.

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 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 of 90 Days as required by the Employer for this tender, the Employer will notify the successful bidder through an official award letter.

The notification of award will constitute the formation of the Contract.

**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.

**12. 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;

## Scope of Work

### 1. General Description

This specification covers the requirements for the **Supply of Concrete Culverts compliant to AS/NZS 4058:2007**

The required item shall be manufactured as per the specifications listed in this specification document. In case of any deviation from the mentioned, the vendor shall bring into notice the same along with its offer. In absence of such deviation, it will be presumed that equipment offered is exactly similar to the specification.

The bidder(s) will be evaluated based on the quality, durability of the design and the overall quotation of the tender itself.

### 2. Culvert Design

The bidder shall comply with the **AS/NZS 4058:2007** standard in manufacturing of the **Rubber Ring Joint (RRJ) Class 2 Culverts**. The following quantity and dimensions are required which are mentioned in the table below.

No.	Culvert Size (mm)	Length of Each Culvert (meters)	Quantity Required	BIDDER'S UNIT PRICE (FJD Ex Yard VEP)	BIDDER'S TOTAL PRICE (FJD Ex Yard VEP)
1	300	2.44	1000		
2	375	2.44	100		
3	450	2.44	1000		
4	525	2.44	100		
5	600	2.44	1000		
6	750	2.44	100		
7	900	2.44	100		
8	1050	2.44	100		
9	1350	2.44	100		

**NOTE: Bidders to utilize the above table to submit prices.**

### 3. Delivery

Bidders are not responsible for the delivery of the items was as the employer (FEA) is in charge of picking up the items from the Bidder's yard when it is manufactured.

Upon signing of contract, FEA will issue Purchase orders for required quantities at its sole discretion. Bidders shall only commence manufacture upon the receipt of FEA Purchase order.

## **Tender Submission - Instruction to bidders**

**Two (2) hard copies** of the tender bids in sealed envelope shall be deposited in the tender box located at the Supply Chain Office at the FEA Head Office, 2 Marlow Street, Suva, Fiji.

**Courier charges for delivery of Tender Document must be paid by the bidders.**

**This tender closes at 4pm on Wednesday 23<sup>rd</sup> December 2015. Any request for extension of the closing date by the bidders must be made 24hrs prior to the current closing date. It is the prerogative of the FEA to either accept or decline the request.**

Each tender shall be sealed in an envelope with:

The envelope bearing only the following marking:

**Tender – MR 199/2015 – SUPPLY OF CONCRETE CULVERTS**

**The Secretary Tender Committee  
Fiji Electricity Authority  
Head Office  
Suva  
Fiji**

**It must also indicate the name and address of the tenderer on the reverse of the envelope.**

**All late tenders, unmarked envelopes and envelopes without bidder's name and address on the reverse will be returned to the Tenderers unopened.**

For further information or clarification please contact our Supply Chain Office on phone **(+679) 3224360** or **(+679) 9991587**.

**TENDER SUBMISSION CHECK LIST**

***The Bidders must ensure that the details and documentation mention below must submitted as part of their tender Bid***

Tender Number \_\_\_\_\_

Tender Name \_\_\_\_\_

1. Full Company 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)**
9. Company Registration Number: \_\_\_\_\_  
**(Attach copy of the Business License)**
10. FNPF Employer Registration Number: \_\_\_\_\_  
**(For Local Bidders only)**
11. Contact Person: \_\_\_\_\_

I declare that all the above information is correct.

Name: \_\_\_\_\_ Position: \_\_\_\_\_ Sign: \_\_\_\_\_

Date: \_\_\_\_\_