



**FIJI REVENUE AND  
CUSTOMS SERVICE**

**SPECIFICATIONS FOR**

**Expression of Interest (EOI) 16/2022  
Supply and Install Generator**

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## **1.0**

Following general terms and conditions will apply.

### **1.1 Format of Response**

Each bidder must provide a formal letter of transmittal that must:

- a. Be signed by an authorized representative of the organization and must state that the signing official is authorized to legally bind the organization;
- b. Include the names, titles, office addresses and office telephone numbers of the persons authorized by the organization to conduct negotiations on the proposal, including their expected roles in negotiations; and
- c. Provide a contact name, address, facsimile number and email address which FRCS will use in serving notices to the bidder.

### **1.2 Late Submissions**

Submissions received within Five minutes of the closing time will be accepted.

Five minutes is allowed as variation for any timing difference.

### **1.3 Applicants to Inform Themselves**

Each applicant should:

- a. Examine this specifications document; and any documents referred to within; and any other information made available by FRCS to the applicants;
- b. Obtain any further information about the facts, risks and other circumstances relevant to the EOI by making all lawful inquiries;
- c. Ensure that the submission, and all information on which its proposal is based, is true, accurate and complete.

By submitting their proposal, applicants will be deemed to have:

- a. Examined the EOI specifications and any other information made available in writing by FRCS to the applicants.
- b. Examined all information relevant to the risks, contingencies, and other circumstances having an effect on their proposal and which is obtainable by the making of reasonable inquiries.

**1.4 Bidder's Risk**

FRCS accepts no responsibility, liability, or obligation whatsoever for costs incurred by or on behalf of any bidder in connection with the EOI or any participation in the process.

**1.5 Selection of Preferred Applicant**

No proposal will necessarily be selected by FRCS as the preferred solution/s. The FRCS Evaluation Committee may decide not to accept any proposal or reject all proposals at any time. FRCS reserves the right to cancel this EOI and pursue an alternative course of action at any time.

Selection of Preferred Applicant will not be acceptance of the proposal and no binding relationship will exist between the preferred applicant(s) and FRCS until a written agreement acceptable by FRCS is executed by an authorized officer of FRCS and the successful applicant(s).

**1.6 Conduct of Applicants**

Conduct of Applicants or any of their consortium members, may affect the outcome of their responses, including non-consideration of the proposal. Applicants warrant to FRCS that they (and their consortium members) have not and will not engage in any of the following activities in relation to this EOI process:

- a. Lobbying of or discussions with any politician or political groups during this EOI process;
- b. Attempts to contact or discuss the EOI process with officers, any member or staff or contractor currently working in FRCS or any agent of this Department; Exception to Evaluation Committee members.
- c. Provision of gifts or future promise of gifts of any sort to the previously mentioned personnel;
- d. Accepting or providing secret commissions;
- e. Seeking to influence any decisions of FRCS by an improper means; or otherwise acting in bad faith, fraudulently or improperly.

**1.7 Currency**

All currency in the proposal shall be quoted in Fiji Dollars and prices shall be VAT Inclusive.

**1.8 Corporate Information**

Each applicant must provide the following information:

- a. Details of the corporate and ownership structure, including identification of any holding company or companies and parent companies (Business license and Business Registration);
- b. Profiles of the company and any parent entity. If the company is a subsidiary, the applicant must provide full details of the legal and financial relationship between the subsidiary and parent. The names of all directors and officers of the company;
- c. A full description of current operations of the company including the most recent audited financial statement;
- d. A copy of the company's Certificate of Incorporation;
- e. Confirmation that the company has the capacity to bid for the Services and that there is no restriction under any relevant law to prevent it from bidding;
- f. Provision of details of any legal proceedings that are being done against the company.

**1.9 Qualifications and Capability**

Each Applicant must:

- a. Be Tax and Customs compliant. Tax Identification Number (TIN) must be quoted in the proposal. (Tax, VAT and FNPF).
- b. Be able to demonstrate that it will be able to meet its financial obligations under this EOI.

**1.10 Mergers, Acquisitions, Sales of Applicant**

Where such information is publicly accessible, the Applicant must indicate whether any mergers, acquisitions or sales are planned presently or during the year following the submission of the proposal.

### **1.11 Enquiries**

- All questions and enquiries regarding this EOI are to be made in writing via email or official letter.
- All questions and inquiries will be responded to in writing by email.
- Verbal responses will not have any binding on either party.

## **2.0 Detailed System/Quantity Requirements**

### **2.1 Technical Specifications –**

- The EOI submission should contain detailed specifications of the proposed solution including supplier contacts for queries and clarifications.

### **2.2 Compliance –**

Compliance should be

- i. Full Compliance(FC)
- ii. Partial Compliance(PC)
- iii. Non Compliance(NC)

Reference to documents supporting compliance to be provided.

### **2.3 Submissions must include the following:**

- Company experience
- Tax compliance
- VAT registration
- FNFP compliance
- References of pervious works
- Methodology of works
- Business registration certificate
- Business profile

Companies and Individuals will be selected in accordance with the conditions set above and FRCS Tender Procedures.

## 2.4 Scope of Work

Supply and Install Generator at FRCS Office Located at 19 Tavewa Avenue Lautoka	Lump Sum Price (Exclusive of VAT)
1. Supply one sound attenuated 150-kVA 415V 50Hz prime rated standby Generator at Building 2, Tavewa Avenue Lautoka complete with a remote mounting automatic transfer switch. The manufacturer shall be represented by a competent agency in Fiji to facilitate regular preventative inspection, maintenance and breakdown service of the generator. Testing and Commissioning of the new generator is required.	
2. Allow for the supply of all materials and construction of generator concrete base, and Shelter for Genset that is installed at the exterior of the building.	
3. Supply and install generator main cabling with new 4 x 95 sq mm XLPE/PVC cabling, allow for earthing;	
4. Supply and install generator control cabling with 10 core 4 sq mm cabling	
5. Supply compatible remote generator monitoring system that enables the following alerts: i) Engine run-time ii) High engine temperature iii) Little to no fuel and low oil pressure iv) Low coolant level v) Low battery and dead battery vi) Generator running vii) Generator shut-down viii) Failed exercises ix) Voltage	
6. Installation should also take into account any regulatory approvals necessary for the supply and installation works including: i) Energy Fiji Ltd passing/certification/disconnection and activation of main power supply to the building; ii) Civil works & Structural Works at both sites for Sheltered concrete slab to sit new Genset. iii) Road permits from Fiji Roads Authority iv) Any other regulatory authority	
7. Contractors are to clearly provide detailed proposals for ongoing preventative maintenance program.	
8. Spares. (FRCS at its own discretion may decide to buy all or part of the said spares.)	
<b>Total</b>	
<b>Additional Disclosures for All Sites</b>	
1. Estimated Timeline: Contractors are to provide an estimated timeline of the duration of each stage of this project and include any deterrent factors that may affect this timeline.	

<p>2. Warranty Coverage: Contractors are to clearly provided details of warranty including coverage and duration.</p>	
<p>3. Documents: The operation and maintenance manuals of the generator and all the auxiliaries supplied should be furnished with the generator set with detailed diagram of the wiring of equipment and auxiliaries, frequency of lubrication, operating instructions etc.</p> <ul style="list-style-type: none"> <li>i) Showing measurements and tolerances for each test for separate items of equipment should be provided.</li> <li>ii) Dismantling, repair, settings, inspection and lubrication.</li> <li>iii) Maintenance instructions for dismantling the equipment, repair instructions and settings of critical clearances and adjustments, complete with photographs and sketches or drawings, special tools shall be clearly described.</li> <li>iv) Guide to inspection / monitoring frequency.</li> <li>v) Lubrication chart and schedule (including component qualities). If no lubrication is required, it should be clearly stated.</li> <li>vi) Trouble shooting procedures shall be provided.</li> <li>vii) Quantities unit price and other related information.</li> </ul>	
<p>4. Contents of Instruction Manual The manual shall contain the following information.</p> <ul style="list-style-type: none"> <li>i) Title of equipment, station name, equipment rating. FRCS purchase order and Manufacturer's reference numbers. This information shall appear on the outside of the binder and on the first page.</li> <li>ii) Table of content for the manual shall be sectionalised and numbered sequentially.</li> <li>iii) List of drawings and summaries, by number and title including serial numbers of equipment to which the manuals are applicable.</li> <li>iv) Testing-Functional testing, dielectric testing, operating instructions, operating limits, starting up instructions, complete with sketching or drawing shall be provided.</li> <li>v) A separate set of record sheets showing measurements and tolerances for each test for separate items of equipment shall be provided.</li> <li>vi) Dismantling, repair, settings, inspection and lubrication.</li> <li>vii) Maintenance instructions for dismantling the equipment, repair instructions and settings of critical clearances and adjustments, complete with photographs and sketches or drawings, special tools shall be clearly described.</li> <li>viii) Guide to inspection / monitoring frequency</li> <li>ix) Lubrication chart and schedule (including component qualities). If no lubrication is required, it should be clearly stated.</li> <li>x) Trouble shooting procedures shall be provided.</li> </ul>	
<p>5. Spares and Renewal Parts For Diesel Generator.</p>	



<p>This section shall contain the following: -</p> <ul style="list-style-type: none"> <li>i) "Spare Parts List" including quantities and manufacturer's</li> <li>ii) "Part Numbers". Spare parts number shall be cross-referenced with drawings in the instruction manual.</li> </ul> <p>These items shall be considered optional and FRCS may at the time of award consider purchasing all or any item within the spares list. FRCS might not consider buying of these spares.</p> <p>Drawing (sectional) or "exploded" views, etc of the equipment and/or sub-assemblies shall identify every component (excluding standard bolts, nuts, washers, etc.) referenced to the "Spare" Diesel Generator for FRCS Building., Tavewa House, Lautoka Parts List". Including component description and manufacturer's part numbers accordingly. The supplier shall include in his tender a recommended list of spare parts, likely to be required for the generator. The recommendation shall show quantities unit price and other related information</p>	
<p>6. General Codes &amp; Standards</p> <ul style="list-style-type: none"> <li>i) All works conducted is to be of OHS standard and OHS compliant</li> <li>ii) All contractors are to provide proper signage/s to be placed in the appropriate places when work is in progress</li> <li>iii) Any damages/alterations to the site of work to be recovered from contractor i.e. false fire alarms etc.</li> <li>iv) Regular inspection &amp; servicing</li> <li>v) Working equipment must be in good condition and standards</li> </ul>	
<p><b>SITE INSPECTION CONTACTS:</b>  <b>Deepak Chand – 9984424 or email <a href="mailto:dchandoo3@frcs.org.fj">dchandoo3@frcs.org.fj</a></b>  <b>Site Inspection Date – October 5, 2022 at 10am/On premises</b></p>	

The bidding organization may during the site inspection, provide expert advice and propose an alternative solution that is contrary to certain aspects of the technical specifications defined in this Scope of Works. Alternative solutions are invited if it is economic, efficient, and effective and is not detrimental to the environment. These must be clearly detailed to enable a proper evaluation.

Terms & conditions may vary and will depend on the assessment undertaken by FRCS. When making a submission, bidders must submit two (2) hard copies with one marked "original" and the other marked "copy" and one (1) soft copy emailed to [tenders@frcs.org.fj](mailto:tenders@frcs.org.fj) or presented to FRCS via a secured USB drive. All clarifications can be directed via email to [tenders@frcs.org.fj](mailto:tenders@frcs.org.fj).

**END**