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TENDER FORM

The Chairman – Tender Opening Committee

PNG Power Ltd

P. O. Box 1105

BOROKO 111 NCD

Papua New Guinea

Phone: (675) 324 3381

Fax: (675) 3250791

Email: supplyhelpdesk@pngpower.com.pg

We (*ill name of company).....

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hereby tender for the undermentioned goods and services subject to the conditions of tendering and at the prices quoted in the scheduled therein

TENDER No. 06/2019

CLOSING AT 4.00 PM FRIDAY 22nd FEBRUARY 2019

**FOR INSTALLATION AND COMMISSIONING OF
MINIMUM SUPPLY KITS (MSK) IN 870
IDENTIFIED HOUSEHOLDS IN CENTRAL PROVINCE**

PORT MORESBY POWER GRID DEVELOPMENT PROJECT

SUBPROJECT 4B- ENERGY ACCESS CONNECTIONS

Project Number: 43197

Loan Number: 2998/2999-PNG

January 2019

Contractors Terms of Reference (ToR).



1.0 INTRODUCTION:

PNG Power Limited (PPL) through the Port Moresby Power Grid Development Project (PPGDP) is inviting quotations from suitable local Electrical Contractors to quote for the labour and transportation cost for installation and energizing of Minimum Supply Kits under the Subproject 4B - Energy Access Connections.

2.0 OBJECTIVES:

The project is to connect the identified households in rural areas which are near the main PPL Low Voltage (LV) reticulation but have not been connected due to constraints in affording the connectivity fees.

The aim of the project is to improve the living standards in the rural areas identified within the Port Moresby distribution network through the use of electricity especially household as well as health, education and small businesses. The project is also part of the National Government's Medium Term Development Strategy, 2030 Development Plan to access 70% of rural population with electricity and the Vision 2050 Plan

3.0 EVALUATION CRITERIAS

To assist contractors in the preparation of quotations; we enclose herewith the defined project locations and number of connections in **Appendix 1**.

The materials and equipment drawings, specifications can be obtained from the Inventory Section at the PNG Power Limited National Office, Ground floor, Hohola, Cordia Street, Port Moresby.

PNG Power Limited reserves the right to reject quotes for non-compliance of specific requirements stated in the documentation as outlined in **item no.4**.

The contractor(s) shall only quote for one specific area as specified in the scope of works. The quotations shall be evaluated and contract awarded separately to the firm(s) offering the lowest price proposal.

The quotations must be completed in accordance with the attached format as provided in **Appendix II**, and duly signed by the contractor's nominated representative, sealed in an envelope, marked legibly and deliver to the following address:

The offers can be submitted by electronic copies via E-mail or in a form of CD-ROM or by hard copies to the delivery address provided below:

Delivery Address:

**Team Leader Tenders, Contract & Supplier Management
Inventory Procurement Group
Inventory Management Business Unit
PNG Power Ltd.
P.O.Box 1105, BOROKO,
National Capital District
Corner of Wards Road & Cordia Street, Hohola**

Supply Customer Helpdesk

Phone: (675) 3243381, 3243273 or 3243348

Fax: (675) 3250791 or (675) 3250539

E-mail: supplyhelpdesk@pngpower.com.pg

Website: www.pngpower.com.pg/tenders

The submission of the r quotation shall be written in English language and shall be accompanied by adequate contractor's documentation and other printed material or pertinent information in English for the item quoted.

The deadline for submission of the quotation(s) to the delivery address as indicated above is: **February 22, 2019 1600hrs local time.**

4.0 TERMS AND CONDITION OF SUPPLY CONTRACT

The quotation(s) shall be submitted as per the following instructions and in accordance with the Terms and Conditions of Supply in this Contract

Documentation

The Contractor must provide the following documents for evaluation:

- i. The Contractors Registration Certificate from Investment Promotion Authority
- ii. The current Electrical License Certificate from PNG Power Limited
- iii. The Electrical Contractors Nominee License
- iv. A Live Line Certificate for the Electrical Contractors nominated Lines Tradesman.
- v. The current Tax Registration Certificate from Internal Revenue Commission.
- vi. The Company Bank Account details
- vii. Documented proof of past experiences

Prices:

Prices shall be quoted in PGK.

The Contractor must provide in the quotation(s) the costs for the installation and energizing of meters in each specific work area. The final quote must be stated clearly in words and figures.

Evaluation of Quotations:

The quotations shall be checked for completeness and the offers that is determined to be substantially responsive to the technical requirements and to PPL standards will be evaluated in detailed and ranked by comparison of their prices. An offer shall be deemed as not substantially responsive technical requirements if it contains scope of works that deviates or has reservations to the terms, conditions, and the standard specifications in this contract and shall not be considered for further evaluation. PPL shall evaluate the quotations that are determined to be substantially responsive to the technical specification of this project. In evaluating the quotations, PPL shall undertake arithmetic correction to determine if there are any arithmetical errors as follows:

- (a) Where there is a discrepancy between amounts in figures and in words, the amount in words will govern;

- (b) Where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted shall govern; and;
- (c) If a Supplier refuses to accept the correction, the quotation shall be rejected.

In addition to the quoted price, the evaluated price shall include Goods and Services Tax (GST) in Papua New Guinea Kina (PGK).

Award of Purchase Order to Successful Offer.

The award shall be made to the contractor offering the lowest evaluated price and that meets the technical requirements and financial capabilities as outlined in the Terms and Condition of Supply Contract. The successful bidder shall be advised in writing and invited for contract negotiation and signing of formal contract with PPL to initiate the Contract.

Payment Schedule

The percentage breakdowns of the payment are as follows;

- 20% Mobilization
- 50% upon installation of all kits and activities in the scope of work including stringing of service lines and QA/QC inspections.
- 20% Commissioning of all Easipay meters in the contract.
- 10% One month after defects liability period.

Validity of the Offer:

The validity of the quotation(s) shall be for a period of thirty (30) days from the deadline for receipt of quotation.

In the event when the contractor withdraws their quotation during the validity period and/or refuse to accept the award of a contract when and if awarded, the contractor shall be excluded from the PPL list of suppliers and banned from participating in any PPL projects for a period of two (2) years.

Further information can be obtained from:

Peter Tangwari
PNG Power Ltd
P.O.Box 1105, Boroko111
NCD
Papua New Guinea

Telephone: (675) 3243254

Fax: (675) 3250185

E-mail: ptangwari@pngpower.com.pg

The supplier whose quotation has been accepted will be notified of the award of contract through the Letter of Acceptance issued by the PPL within **thirty (30)** days from the date of submission of quotation.

PPL intends to apply funds from the GoPNG for eligible payments under the PPL procurement process where a Purchase Order will be issued to the success bidder following the results from this request.

In conjunction with PNG Power Ltd and ADB (Asian Development Bank) anticorruption policies, suppliers shall observe the highest standard of ethics during the procurement and execution of such contracts. PNG Power Ltd reserve the right to withdraw or reject a proposals for award, and will impose sanctions on parties involved, if it determines that the supplier recommended for award or any other party, has engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing, the Contract. At the time of submission of your quotation, you should not be in any sanctions list of recognized financial institutions including ADB.

These Terms and Condition should be considered as preliminary for the purpose of receiving and evaluating contractor's quotations. It is anticipated that these may be developed further in conjunction with the successful contractor.

5.0 PROPOSED SCOPE OF WORKS:

All materials required to install a Minimum Supply Kit shall be provided by PPL. The contractor is required to bid for the labour and transport cost only. Following are the scopes of works;

1. Obtain from PPL the final listing of households to be connected under each contract.
2. Submit Notice of Intention to Commence Electrical Installation & Completion Notices to PPL Project Inspectors Section through the Project Engineers Office.
3. There won't be any Service Fee Payment applied to the Electrical Contractor by PPL.
4. Obtain from PPL the required electrical materials to fully complete an installation.
5. "Installation" as referred to in this scope includes the following activities:
 - i. Positioning of MSK's
 - ii. Termination of Easipay meters
 - iii. Electrical installation work
 - iv. Connection and installation of earthing system
 - v. Erection and connection of service lines to the main PPL LV pole. The contractor can engaged a Live-line Linesman certificate holder or arrange lines personal through the Operations Business Unit.
6. Advise the Project Engineer of completion of installation and arrange for commissioning of Easipay meters. All meters will be commission by a PPL inspector arranged through the Project Engineer's office.

6.0 OUT OF SCOPE:

Following activities are not part of this scope;

1. Construction of HV lines.
2. Construction of extended LV lines.
3. Maintenance of existing LV lines.
4. Installation of transformers.
5. Connection of households not identified in the scope

7.0 IMPLEMENTATION SCHEDULE:

The duration is 20 weeks from the date of awarding of contract to the Contractor. An inspection of the installation has to be done on the week 17 from signing of the contract.

**8.0 REPORTS:**

A weekly progress reports are required.

The weekly reports shall include:-

An update of the weekly progress and including percentage of completion in MS Project. The MS project shall show task broken down into sub-activities showing the percentage progress achieved for sets of activities.

9.0 ISSUES & CONFLICTS

Any issue arising from conflict between customer(s) or between the customer(s) and the contractor must be immediately reported to the Project Engineer's office. Work must immediately be temporary stopped until the issue is resolved by PPL Project Management Unit.

10.0 CONCLUSION

The scope of work is of electrical nature and involves both internal house installation and overhead line connections. A tradesman lines certificate is required as a main criterion for skilled personnel nominated to meet the qualifications specified in the evaluation criteria for personnel.

11.0 REGISTRATION

The contractor shall submit only one set of quotations for the selected project site as outlined in **Appendix 1**. The quotation must be typed or written in indelible ink and shall be duly signed by the authorized representative of the company. Form of quotation that is not signed and sealed from the authorized representative of the company shall be rejected and not be considered further.

12.0 CONTACTS & ADDRESSES

For contact purposes, the PPL forwarding address is as follows;

Mr Peter Tangwari
Project Manager- Port Moresby Power Grid Development Project
Png Power Ltd
P.O.Box 1105,
Boroko 111
National Capital District
Telephone: (675) 324 3254 or Email: <mailto:ptangwari@pngpower.com.pg>

Appendices

Appendix 1

Project Locations and Number of Customers.

Appendix II

Form of quotation

APPENDIX I
PROJECT LOCATIONS
Project Location No.1

Village	Area	No. of Customers
Gereka	Magi Highway	42
Kerekadi	Magi Highway	22
Dogura	Magi Highway	14
Dinalata	Magi Highway	30
Madai	Taurama	5
Koukou Badina	Taurama	14
Hanua Lalona	Taurama	9
Budua Makana	Taurama	2
Total customers		138

Project Location No.2

Village	Area	No. of Customers
Pari	Taurama	211

Project Location No.3

Village	Area	No. of Customers
Kirakira	Sabama area	142

Project Location No.4

Village	Area	No. of Customers
Porebada	Magi Highway	209

Project Location No.5

Village	Area	No. of Customers
Boera	Magi Highway	105
Papa	Magi Highway	61
Total customers		166



**APPENDIX II
FORM OF QUOTATION**

_____ (Date)

To: PNG Power Ltd
P.O.Box 1105
Boroko
Port Moresby
National Capital District

We offer to execute the **43197-Subproject 4B-Energy Access Connection – Installation and Energizing of Minimum Supply Kits** (name and number of Contract) in accordance with the Conditions of Contract accompanying this Quotation for the Contract Price of _____ (amount in words and numbers) (_____) (name of currency) _____. We propose to complete the Works described in the Contract within a period of _____ months from the Date of Signing of the Contract.

This Quotation and your written acceptance will constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Quotation you receive.

We hereby confirm that this Quotation complies with the Validity of the Quotation required by the proposal documents.

Authorized Signature: _____

Name and Title of Signatory: _____

(Seal/stamp here if any) _____

Name of Contractor: _____

Address: _____

Phone Number: _____

Fax Number: _____