

52ST.305



## 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 (Full name of company).....  
.....  
.....  
.....

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. 02/2020

CLOSING AT

4.00 PM FRIDAY 17<sup>TH</sup> JANUARY 2020

FOR

THE SUPPLY AND INSTALLATION OF ELECTRICAL WORKS AT CALL CENTRE WORKSTATION FOR PNG POWER Ltd HEAD OFFICE, HOHOLA – NATIONAL CAPITAL DISTRICT.



TENDER NO: 02/2020

SUPPLY AND INSTALLATION OF ELECTRICAL WORKS TO  
PNG POWER CALL CENTRE OFFICE WORKSTATIONS – HOHOLA,  
NATIONAL CAPITAL DISTRICT

Prepared By:  02/11/19  
Prepared By:   
Checked By:  2.12.2019  
Approved By:  12/12  
Approved By:  3/12/19  
Date: 03/12/2019

**PNG POWER LIMITED**

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## **FRONTISPIECE**

### **BRIEF DESCRIPTION OF TENDER**

This Tender is purposely for supplying and installation of Electrical Works to PNG Power National Office Call Centre Office workstations – Hohola, National Capital District and other associated works required under this contract.

**PNG POWER LIMITED**

**SECTION 1**

**SUPPLY AND INSTALLATION OF ELECTRICAL WORKS TO PNG POWER CALL CENTRE OFFICE WORKSTATIONS – HOHOLA, NATIONAL CAPITAL DISTRICT.**

**(A) INVITATION TO TENDER**

Tenders close with:

PNG Power Limited,  
P. O. Box 1105,  
**BOROKO**,  
Papua New Guinea

At 4:00 pm Friday 17<sup>th</sup> January 2020

The Tender Submission shall consist of the following, all duly completed;

- Form of Tender
- Schedule of Quantities
- GST and Tax Registration Numbers
- Additional information/price offered by the Supplier to aid the evaluation of the Tender.

Enquiries during the Tender period shall be addressed to:

PNG Power Limited,  
P. O. Box 1105,  
**BOROKO**,  
Papua New Guinea.

**ATTENTION:** Ms Roseanne Saemolu  
Supervisor National Office Service  
Finance & Shared Services

Fax: 323 5239  
Telephone: 324 3566  
Email: [mwamugl@pngpower.com.pg](mailto:mwamugl@pngpower.com.pg)/  
[rsaemolu@pngpower.com.pg](mailto:rsaemolu@pngpower.com.pg)

**(B) FORM OF TENDER**

**SUPPLY AND INSTALLATION OF ELECTRICAL WORKS TO PNG POWER CALL CENTRE OFFICE WORKSTATIONS – HOHOLA, NATIONAL CAPITAL DISTRICT.**

Companies quoting are required to complete the blank spaces in this Tender Form and complete the Schedules included.

To: PNG Power Limited  
P. O. Box 1105,  
**BOROKO**, NCD

Gentlemen,

1. Having examined the Drawings, Specification and Schedules for the execution of the above named Works, we, the undersigned, offer to execute and complete the works accordingly for the sum of (words & figures)  
.....  
.....  
.....(K.....)
2. We undertake, if our tender is accepted, to complete and deliver the whole of the works within one (1) week from the date of receiving your Official Order.
3. We agree to abide by this Tender for the period of ninety (90) days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before expiration of that period.
4. This Tender, together with the receipt of your Official Order thereof, shall constitute a binding Contract between us.
5. We understand that you are not bound to accept the lowest or any tender you may receive.

Signed and sealed for and on behalf of:     )  
.....     )  
by .....     ) .....  
the.....     )  
of the said Company herein     )  
authorised in the presence of     ) .....  
Address of Company Quoting:.....

(C) **TENDERER DATA**

**SUPPLY AND INSTALLATION OF ELECTRICAL WORKS TO PNG POWER CALL CENTRE OFFICE WORKSTATIONS – HOHOLA, NATIONAL CAPITAL DISTRICT.**

(i) **TENDERER'S ORGANISATION**

1. Name: ..... Nationality: .....

2. Business Address: ..... Fax: .....

P. O. Box No: ..... Phone: .....

.....

(ii) **CONTRACT SUPERVISION**

Tenderers shall list their proposed supervisory staff for this Contract. (number and designation only).

(iii) **STATEMENT OF EXPERIENCE**

The Tenderer shall state hereunder facts in detail describing previous experience and achievements in performing similar or comparable works together with the names of authorities for whom, and the dates when, such works was carried out.

**CONSTRUCTION SCHEDULE**

**SUPPLY AND INSTALLATION OF ELECTRICAL WORKS TO PNG POWER CALL CENTRE OFFICE WORKSTATIONS – HOHOLA, NATIONAL CAPITAL DISTRICT.**

The Bidder should indicate his proposed program for completing various stages of the work by filling in the schedule below.

ACTIVITY	TIME IN DAY				
	1	2	3	4	5
Mobilisation / Establishment & Set-Up					
Steel/Metal Works					
Electrical Works					
Clean up					
Demobilisation					

**(D) PRICE SCHEDULES**

**SUPPLY AND INSTALLATION OF ELECTRICAL WORKS TO PNG POWER CALL CENTRE OFFICE WORKSTATIONS – HOHOLA, NATIONAL CAPITAL DISTRICT.**

**(i) LUMP SUM BREAKDOWN**

1.0	Mobilisation, Site Establishment & Set Up	K.....
2.0	Steel/Metal Works	K.....
3.0	Electrical	K.....
4.0	Clean Up	K.....
5.0	Demobilisation	K.....
	Sub-total	K.....
	GST	K.....
	<b>TOTAL LUMP SUM</b> (Carried to Form Tender)	K.....

**(ii) SCHEDULE OF RATES FOR VARIATION**

The Contractor shall list the rates for performance of the type of work listed below. These rates shall be used for calculating the amount of any variation to the contract involving that type of work.

<u>Item</u>	<u>Description</u>	<u>Unit</u>	<u>Rate</u>
1.	Painting (including preparation)		m <sup>3</sup>
2.			

Name of Contractor: .....

Signature: .....

Date: .....

Witness: .....

## **SECTION 2 TECHNICAL SPECIFICATION**

<b><u>(A) JOB SPECIFICATION</u></b>	<b><u>Page No</u></b>
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## **(A) JOB SPECIFICATION**

### **1. SCHEDULE OF PRELIMINARIES**

#### **1.1 GENERAL**

The Contractor shall carryout the works as detailed and/or inferred in the Technical Specification comprising of Trade Schedules and Drawings which takes precedence over the Standard Specification, Part (B).

#### **1.2 STANDARDS**

All works shall be carried out to the accepted standard trade practices, Local Authority Regulations and the relevant PNG and Australian Standards.

#### **1.3 NATURE OF CONTRACT**

The contract will be Fixed Price Lump Sum Contract. Approved variations shall be paid for at the applicable rates listed in the Schedule of Rates for Variations.

#### **1.4 LOCATION OF SITE**

The work site is located within the vicinity of PNG Power National Office at Section 12, Allotment 01 - Hohola, National Capital District.

#### **1.5 DESCRIPTION OF WORK**

All works covered in this contract is as stipulated within the scope of works. It basically requires electrical work.

#### **1.6 SITE INSPECTION**

The Contractor shall inspect the site prior to lodging his Tender and satisfy himself with the nature of the site, PNG Power Ltd will not be liable if conditions proved otherwise climatic conditions and services relevant to the contract.

#### **1.7 POSSESSION OF SITE**

Possession of Site shall be on the date stated in the Letter of Acceptance to the successful tenderer.

The Contractor shall be given such possession of the site as is considered necessary to carry out these works, but such possession shall not be deemed to mean exclusive possession.

## **1.8 SITE OPERATIONS**

### **1.8.1 Safety**

SAFETY FIRST. The Contractor shall ensure that all of his/her workers must be in full proper attire and proper safety wear before carrying out any work on site.

All matters and conditions regarding safety, health and welfare of persons working on site shall be the responsibility of the Contractor.

### **1.8.2 Site Facilities**

The Contractor shall arrange for and meet all the costs associated with the provisions of his electricity, telephone, water ablution facilities, temporary buildings for his workmen including site security.

## **1.9 CONSTRUCTION SCHEDULE**

The Contractor shall provide a detailed construction schedule expanding on the Tender Construction Schedule within two (2) weeks of acceptance of contract.

## **1.10 USE OF SECOND HAND MATERIALS**

No second hand materials shall be used unless indicated in the specification or shown on the drawing or until they have been inspected and approved by the Superintendent. Any materials reused shall be finished to "as new" condition.

## **1.11 SETTING OUT**

The works shall be located where indicated on the drawings, however, the accurate setting out and adherence to details of levels and squareness of the building will be the sole responsibility of the Contractor.

## **1.12 TIME FOR COMPLETION**

The works shall be Practically Completed within one (1) week from the date of Possession of Site given in PNG Power's Letter of Acceptance.

## **1.13 DEFECT AND LIABILITY PERIOD**

The period of 3 months will be allowed for defects and liability after completion of works. The contractor is free when 3 months is over; but if any defects appear within 3 months the contractor will be called to fix at free of charge.

#### **1.14 VARIATIONS**

Variations are not tolerated as the contractor must make an attentive assessment of the scope of works and site conditions. The contractor shall allow for the miscellaneous expenses before submitting the quotation as there may be difficulties in sourcing additional funds after the signing of the contract.

The Contractor shall notify the PNG Power Building Supervisor or Project Manager; and a joint inspection shall be scheduled before the signing of the completion certificate (COC).

#### **1.15 CLEANING UP**

Upon completion of the works, the contractor shall leave the work areas clean and clear of rubbish, excavated material and access material which are of no use to PNG Power. All rubbish shall be dumped at the local authority's official garbage dump and not at or around the work site.

## **2.0 DESCRIPTION OF WORKS**

### **2.1 MOBILISATION & SITE ESTABLISHMENTS**

- 2.1.1** The Contractor shall organise and mobilise on site upon PNG Power's instruction or upon receiving of PNGPower Ltd.'s Official Purchase Order.
- 2.1.2** The contractor shall arrange with National Office Service Team for temporary services on site including site access, telephone, power and sewerage for use by its workers.
- 2.1.3** The Contractor shall arrange with National Office Service Team for storage spaces on site to store materials, tools and other plant and equipments.
- 2.1.4** The Contractor shall also arrange with National Office Service Team for Security on site to safe-guard building materials, plants and equipments.

### **2.2 ELECTRICAL WORKS**

*(This section and details were endorsed by the PNG Power Ltd/ Electrical Inspector).*

This summarizes the standard of workmanship, quality of materials, project supervision, scope of works, and general requirement and conditions that are relevant and which shall be adapted to carry-out all associated electrical wiring and installation of equipment on the proposed upgrade works at the National Call Centre Office workstations and installation of additional General Purpose Socket Outlets and associated electrical wiring.

All wiring and related electrical works must be carried in accordance with, AS/NZS 3000:2017 SAA Wiring Rules and PPL/TC 4<sup>th</sup> Edition 2016

All electrical works to be undertaken by a Licensed Electrician according to the relevant codes and practices. All materials shall be of the best quality and workmanship shall be accordingly to the best trade practice of the workmanship in accordance with the PNG Power requirement.

- 2.2.1** All wiring shall be concealed inside the ceiling and on cable trays embedded in the ceiling.
- 2.2.2** Installation and wiring of two (2), 16 Amps, General Purpose Socket Outlet (GPO) circuits and associated electrical wiring.
- 2.2.3** The following does not limit the client/contractor to fully perform the necessary task required to appropriately achieve the main aim of the scope.
- 2.2.4** Trace existing GPO Circuits and identify original feeder circuit breaker(s) at the main distribution board in L3 electrical switchboard room. Disconnect and remove existing cables and install new cables and re-route neatly to suit locations of drop poles for each workstations.

- 2.2.5** Install two (2) new 16 Amps, GPO circuits, using 2.5mm<sup>2</sup>, 2 Core & ECC, TPS, Flat cables. Each circuit must consist of not more than twenty (20) socket outlets. Install new cable runs from the MDB to the first socket outlets and all parallel runs to all additional socket outlets for the proposed new 21 workstations.
- 2.2.6** Install new 16 Amp circuit breakers, the breakers must be the same type and model as the existing ones to suit the MDB bus-bar chassis. Preferred type: EATON/QUICKLAG.
- 2.2.7** The new cables installed must run along the brick wall above the corridor in the ceiling on a catenary wire without been obstructed below, extra cable length (looped) must be left and clearly marked and labeled at five (5) meter intervals. This is to ensure easy handling and transfer of cables to a cable tray later in the future.
- 2.2.8** A consistent, neat and tidy cable run must be maintained on a catenary wire to the proposed workstation drop post entry in a straight and systematic method as indicated on the proposed cable zone layout sketch.
- 2.2.9** The newly installed circuit breakers must be clearly marked and labeled at the MDB including the socket outlets at the workstations. The labels on the socket outlets must include the name of the designated MDB and the circuit breaker numbers.
- 2.2.10** All cable joint connections must be done in an approved method and enclosed in approved type PVC junction boxes.
- 2.2.11** Carryout mandatory electrical integrity test and record all results, the results are to be made available during tests and handed over to the Electrical Inspector after all works is completed and commissioned. Testing and commissioning – The installation and wiring must be tested and energized with PPL representatives, inspector and project supervisor present.
- 2.2.12** Safety and housekeeping must be maintained at all times during the duration of the project and all disconnected and removed cables and fitting remain the property of PNG Power and must not be removed from site. Clean up and remove rubbish and debris after work each day.
- 2.2.13** The contractor during site inspection shall determine the length of the cables and circuit breakers including all associated works. They shall provide detailed itemized material list, cost and project plan with timelines to achieve this scope of works.
- 2.2.14** All works to be carried out in consultation with respective PPL personnel.
- 2.2.15** Any disruption of existing infrastructure or services within the building or level must be communicated to PPL Officer responsible before works is carried out.
- 2.2.16** All works must be planned and arranged in a manner that will require minimum disruption to PPL operations during normal working hours. The electrical works must be planned in a systematic

approach so as to allow works to be carried out with particular attention to be focused on the workstation arrangements.

### **2.3 CLEANING UP**

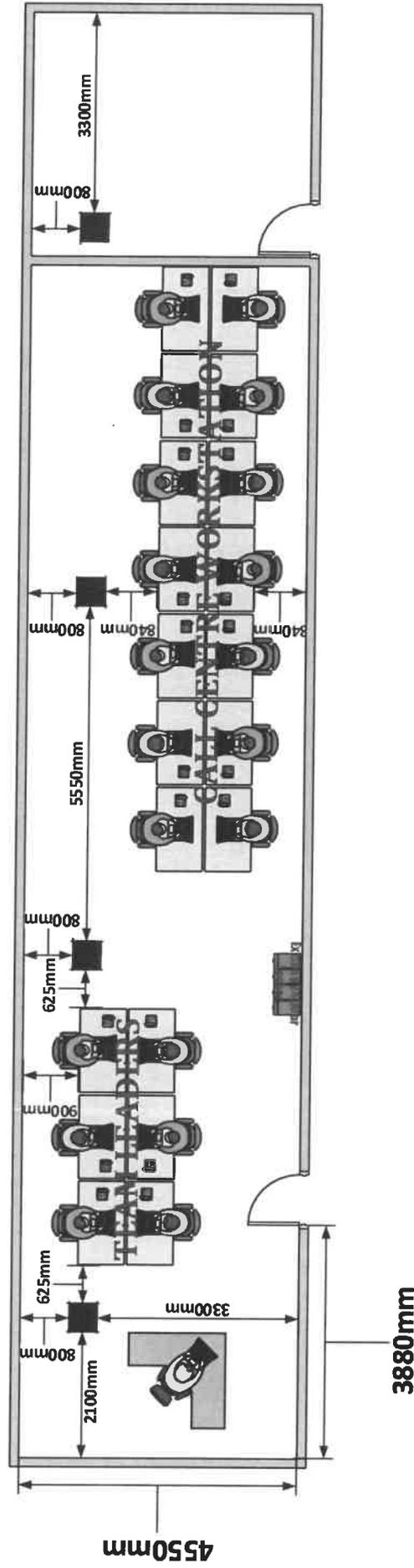
Upon completion of the works, the contractor shall leave the work areas clean and clear of rubbish and excess material which is of no use to PNG Power Ltd.

All rubbish shall be dumped at the Local Authority's official dump site and not at or around the work site.

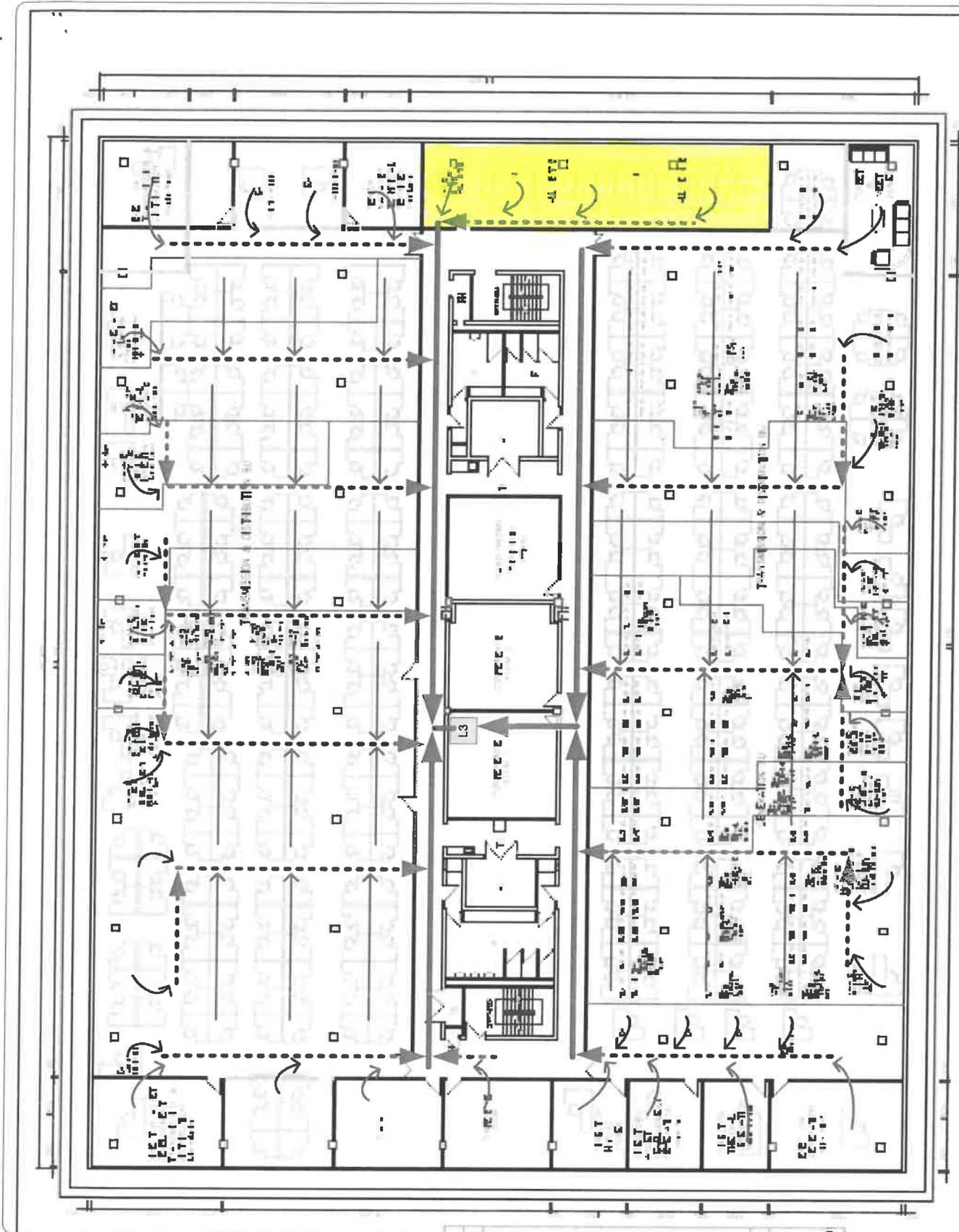
\*\*\*\*\***END OF SCOPE**\*\*\*\*\*

**SECTION 3 DRAWINGS(refer attached)**

# PNG POWER LIMITED! CALL CENTRE OFFICE.



**OPTION 1.**



SCALE : 3/32"

		SECTION 23 - ALTIMENT 01 - HALL, DIST. WAREHOUSE PAC POWER NATIONAL FIRE ALARMS - PROPOSURE LEVEL THREE (3RD FLOOR) - ALTIMENT L-3	
Drawn Checked Revised Published Approved	Location Date Alt. Number Revision	No. Alt. Number Revision	Date No. Alt. Number Revision
No. Alt. Number Revision	No. Alt. Number Revision	No. Alt. Number Revision	No. Alt. Number Revision

