

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. 37/2020

CLOSING AT 4.00 PM FRIDAY 11TH DECEMBER 2020

FOR

THE NEW CONFERENCE ROOM FOR PEOPLE AND TRANSFORMATION BUSINESS UNIT AT LEVEL 2, SECTION 12, ALLOTMENT 01, FOR PNG POWER HEAD OFFICE AT HOHOLA, NATIONAL CAPITAL DISTRICT – PORT MORESBY.



TENDER NO: 37 / 2020

**NEW CONFERENCE ROOM FOR PEOPLE AND TRANSFORMATION
BUSINESS UNIT AT LEVEL 2 NATIONAL OFFICE, SECTION 12,
ALLOTMENT 01 - HOHOLA, NATIONAL CAPITAL DISTRICT**

Prepared By: 

Checked By:

Date:

PNG POWER LIMITED

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FRONTISPIECE

BRIEF DESCRIPTION OF QUOTATION

This Tender is purposely for the New Conference Room for People and Transformation BU at Level 2 National Office, Section 12, Allotment 01 - Hohola, National Capital District; and other associated works required under this contract.

PNG POWER LIMITED

SECTION 1

**NEW CONFERENCE ROOM FOR PEOPLE AND TRANSFORMATION BUSINESS UNIT AT LEVEL 2
NATIONAL OFFICE, SECTION 12, ALLOTMENT 01 - HOHOLA, NCD**

(A) INVITATION TO TENDER

Tender close with:

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

At 4:00 pm Friday 12th December 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:

Mr. Ivan Anengo
Senior Property Development Officer
Finance & Shared Services Business Unit

Fax: 323 5239
Telephone: 324 3514
Email: ianengo@pngpower.com.pg

*Submission through Tender link
2wks to Run for date
upload.*

(B) **FORM OF TENDER**

**NEW CONFERENCE ROOM FOR PEOPLE AND TRANSFORMATION BUSINESS UNIT AT LEVEL 2
NATIONAL OFFICE, SECTION 12, ALLOTMENT 01 - HOHOLA, NCD**

Companies bidding 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 four (4) weeks 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 Bidding:.....

(C) TENDER DATA

**NEW CONFERENCE ROOM FOR PEOPLE AND TRANSFORMATION BUSINESS UNIT AT LEVEL 2
NATIONAL OFFICE, SECTION 12, ALLOTMENT 01 - HOHOLA, NCD**

(i) TENDERER'S ORGANISATION

1. Name: Nationality:
2. Business Address: Fax:
- P. O. Box No: Phone:⁴
-

(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

NEW CONFERENCE ROOM FOR PEOPLE AND TRANSFORMATION BUSINESS UNIT AT LEVEL 2 NATIONAL OFFICE, SECTION 12, ALLOTMENT 01 - HOHOLA, NCD

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

ACTIVITY	TIME IN WEEKS			
	1	2	3	4
Mobilisation / Establishment & Set-Up				
Carpentry Works				
Joinery & Hardware				
Cement Plaster Works				
Tiling Works				
Metal Works				
Glazing Works				
Electrical Works				
Mechanical Works				
Painting Specification				
Furnishing				
Clean Up				

(D) **PRICE SCHEDULES**

**NEW CONFERENCE ROOM FOR PEOPLE AND TRANSFORMATION BUSINESS UNIT AT LEVEL 2
NATIONAL OFFICE, SECTION 12, ALLOTMENT 01 - HOHOLA, NCD**

(i) **LUMP SUM BREAKDOWN**

1.0	Mobilisation, Site Establishment & Set Up	K.....
2.0	Carpentry Works	K.....
3.0	Joinery & Hardware	K.....
4.0	Cement Plaster Works	K.....
5.0	Tiling Works	K.....
6.0	Metal Works	K.....
7.0	Glazing Works	K.....
8.0	Electrical Works	K.....
9.0	Mechanical Works	K.....
10.0	Painting Specification	K.....
11.0	Furnishing	K.....
12.0	Cleaning	K.....
	Sub-total	K.....
	GST	K.....
	TOTAL LUMP SUM (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 ³	
2.	Etc.		

Name of Contractor:

Signature:

Date:

Witness:

SECTION 2 TECHNICAL SPECIFICATION

<u>Description</u>	<u>Page No</u>
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1.6 Site Inspection	
1.7 Possession of Site	
1.8 Site Operations	
1.8.1 Safety	
1.8.2 Site Facilities	
1.9 Construction Schedule	
1.10 Use of Second Hand Materials	
1.11 Setting Out	
1.12 Time for Completion	
1.13 Defect and Liability Period	
1.14 Variations	
1.15 Cleaning Up	
2. Job Specifications (Scope of Works)	12-15
2.1 Mobilisation and Site Establishment	
2.2 Carpentry	
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2.4 Metal Works	
2.5 Glazing Works	
2.6 Electrical Works	
2.7 Mechanical Works	
2.8 Painting Specification	
2.9 Furnishing	
2.10 Cleaning Up	

(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 PNGPower 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, carpentry, painting electrical and mechanical.

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 accidents are preventable but failure to adhere to basic rules can lead to unwanted penalties.

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.

1.8.3 Keep good housekeeping.

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

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 Four (4) weeks 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 is 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.

DESCRIPTION OF WORKS**2.1 MOBILISATION & SITE ESTABLISHMENTS**

2.1.1 The Contractor shall organise and mobilise on site upon PNGPower Ltd's instruction or upon receiving of PNGPower Ltd's Official P.O (Purchase Order).

2.1.2 The Contractor shall arrange for storage spaces on site to store materials, tools and other plant and equipments.

2.1.3 DEMOLITION

a. Locate services and identify main wall structure before any demolition work commences. Make good at no extra cost damages to existing services.

b. Demolition of existing part of buildings shall be confirmed by PNG Power inspector; and for any other demolition works carried out under this contract as agreed upon.

c. Any part of the existing conference room and the main building uninstalled or demolished during demolition works remains the property of PNGPower.

2.2 CARPENTRY

The contractor shall ensure to apply wood primer to exposed timber board surfaces prior to fixing. All timber exposed to view shall be sanded to a perfect smooth finish.

All timber shall be treated with Chromate Copper Arsenate (CCA) Chemical from the Hardware.

2.2.1 Fasteners

Supply all nails, panel pin, tacks, clouts, screws, bolts and power driven fasteners as appropriate for the completion of work.

2.2.2 Timber Wall

Apply sandpaper to surface of existing timber framed wall and claddings. Over a smooth timber surface apply stain and varnish to the existing timber wall.

2.3 JOINERY AND HARDWARE**2.3.1 Doors**

a. Reloacte door as indicated in the Floor Plan.

b. Conceal door opening where indicated in the Floor Plan.

2.3.2 Door Locks

Provide magnetic door stoppers to entry doors where appropriate.

2.3.3 Hinges and Catches

All door hinges shall have a new 100mm butt steel hinges. Mark out for fitting of the butt steel hinges shall be 150mm from the top of the door and 200mm up from the bottom edge of the door

2.4 CEMENT PLASTER WORKS

2.4.1 The plaster shall be finished to a true and plumb surface and to the degree of smoothness required.

2.4.2 Curing shall be started 24 hours after finishing the plaster. The plaster shall be kept wet for a period of seven days. During this period it shall be suitably

protected for all damages, at the contractor's expense by such means as the officer in charge may approve.

2.4.3 The plaster shall not exceed 15mm in total thickness it shall consist of a single coat of lime cement mortar including where necessary the setting coat of pure white lime putty.

2.4.4 It shall be trowelled smooth without showing signs of trowel marks or waviness or folds.

2.5 TILING WORKS

2.5.1 Floor Tiling

a. **Standards and Workmanship**

The tiler shall supply and install new 500x500mm carpet tiles on all floor coverings for the general conference room.

b. The carpet tiles shall be firmly bedded on a thoroughly cleaned flat concrete surface, and shall be properly glued with carpet tile glue. All excess glue shall be completely cleaned off. Colour: Floor Tiles – TBA.

c. Carpet tiles shall be closely joined together with no gaps allowed. Ensure also that same size ceramic tiles are fitted at the edges. For door ways, proper edging ceramic tiles shall be used.

2.5.2 Ceiling Tiling

Supply and install white 600x600mm ceiling tile with its framing, at existing height.

2.6 METAL WORKS

2.6.1 Supply and install metal framings for ceiling tiles.

2.6.2 Supply and mount Projector Holder to the ceiling. Consult PNGPower Inspector prior to installation.

2.7 GLAZING WORKS

Supply and install gray tint on all interior wall glass panel, including the door.

2.8 ELECTRICAL WORKS

All electrical works to be undertaken by a Licensed Electrician according to the relevant codes and practices. The Contractor must submit the Intention Notice to PNG Power for Electrical Inspector's approval prior to Electrical Works.

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.

a. **Standards and Workmanship**

Comply with all the relevant PNG Power Limited rules, codes and requirements.

b. **Distribution Board**

The contractor shall upgrade the existing distribution board when necessary.

c. **Wiring**

All wiring shall be concealed inside the ceiling and in conduits embedded in the walls. Supply new 1.5m² and 2.5m² cable drums when necessary.

Supply new conduits when necessary.

d. Power Outlets

Rearrange GPOs as indicated in the Electrical Plan.

e. Labellings

Label circuit-breakers, switches and GPO to suit the power source.

2.8 MECHANICAL WORKS

All mechanical works to be undertaken by a technician who has experience and is skillful in installing air condition. The technician must carry out the task according to the relevant codes and practices. Supply and install 1x 34000 BTU or similar air-condition, must be of Daikin brand.

2.9 PAINTING SPECIFICATION

2.9.1 Quality of Materials

The contractor shall supply all painting materials and store them neatly in an appropriate area free from dust, moisture or anything that may have an immediate effect on painting materials.

All materials used for this painting work shall be of higher grade. No second grade materials shall be used, if the contractor shall or may want to use second graded materials, the contractor must seek Inspector's approval.

2.9.2 Brand

The contractor shall supply materials such as, undercoat, turps, final coat etc, from the same Manufacturer. Mixtures of painting materials from different brand of manufactures shall not be allowed.

2.9.3 Wash down

All painting surfaces shall be thoroughly washed down with approved detergent or sugar soap prior to commencement of any painting work. The contractor shall seek approval from PNG Power supervisor after thorough wash down all surfaces before commencing of painting work.

2.9.4 Drop Sheet

A drop sheet shall be used by the Contractor during the cause of the painting work to protect the floor of the building.

2.9.5 Under Coats

A oil base Acrylic under coat or similar approved type under coat that can quickly settled and dried shall be used. The Contractor shall apply one (1) coat on old surfaces. 2 coats of under coats on new surfaces.

2.9.6 Putty

The contractor shall use sparkfilla and polyfilla or similar approved putty to fill holes, gaps or any uneven surfaces. Puttied areas shall be left for a day before any sanding is carried out. This putting work shall be carried out after painting of first coat of under coat.

2.9.7 Final Coat

After completion of the sanding work to all painting surfaces, the contractor shall carry out the painting of the final two (2) coats. Colours shall be preferred by the PNG Power Supervisor.

2.9.8 Turpentine

The Contactor shall only use turpentine to wash paintbrushes or to soften paint so that paints are flexible and easy to use. Kerosene shall not be used when carrying out the painting work.

2.9.9 Scaffolding

The Contractor's responsibility to provide necessary scaffolds and securely fixed to avoid accidents. PNG Power shall not be responsible for any accident created due to negligence.

2.9.10 Painting and Varnishing

- a. The contractor shall use Taubmans paints only when carrying painting works.
- b. Do not apply under coat without the approval of the PNG Power Inspector.
- c. All existing paint surface shall be cleaned and washed down properly with sugar soap or detergents prior to applying of any under coat.
- d. Supply paints that matches the current wall colours. Consult PNG Power Inspector for colour scheme.
- e. New surfaces shall have 2 coats of undercoat before applying of 2 final coats.

2.10 FURNISHING

Consult PNG Power Property Services prior to supplying of all furnitures. Provide samples to present and supply accordingly.

2.10.1 Tables & Chairs:

(Tables and chairs are to be arranged as indicated in the Floor Plan).

- a. Supply new 20x office chairs.
- b. Supply new 2x 3000mm (Length) x 1100mm (Width) table.
- c. Supply new 1x 1500mm (Length) x 1100mm (Width) table.

2.10.2 Whiteboard:

- a. Supply new 1x White Board
- b. Supply 1x Holders for Whiteboard Markers and 1x Duster.
- c. Supply projection screen. Must be rollable.

2.10.3 Curtains and Blinds

Supply new curtains and blinds.

2.10.4 New Projector:

Supply 1x new set of Projector. Mount projector on ceiling. All wiring shall be concealed inside the ceiling and in conduits embedded in the walls.

2.11 CLEANING UP

All materials deemed to be intact after demolition and cleaning up must be returned to PNGPower Property's Workshop.

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.

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 LIST OF DRAWINGS

The Contractor shall undertake the works for Tender in accordance with the Drawings listed below and as appended. The drawings form part of the Contract Documents and all notes on the drawings are considered to be part of the drawings and the Contract. If the drawings conflict with any other part of the Contract Documents, the drawings will take precedence.

Drawing Ref. No.	Drawing Title	Date of Issue
MXXXXX Sheet 00 Sheet 01 of 02 Sheet 02 of 02	CONSTRUCTION OF NEW CONFERENCE ROOM FOR PEOPLE & TRANSFORMATION AT SECTION 12, LOT 01 – HOHOLA, NCD. - Drawing Index Sheet - Proposed Floor Plan - Electrical Plan	OCT' 2020



PNG POWER Ltd

ARCHITECTURAL DRAWING

A00 - INDEX SHEET

A01 - PROPOSED FLOOR PLAN

A02 - PROPOSED ELECTRICAL PLAN

[illegible]**PNG POWER Ltd**

P. O. Box 1105, BOROKO 111, NCD, Papua New Guinea.

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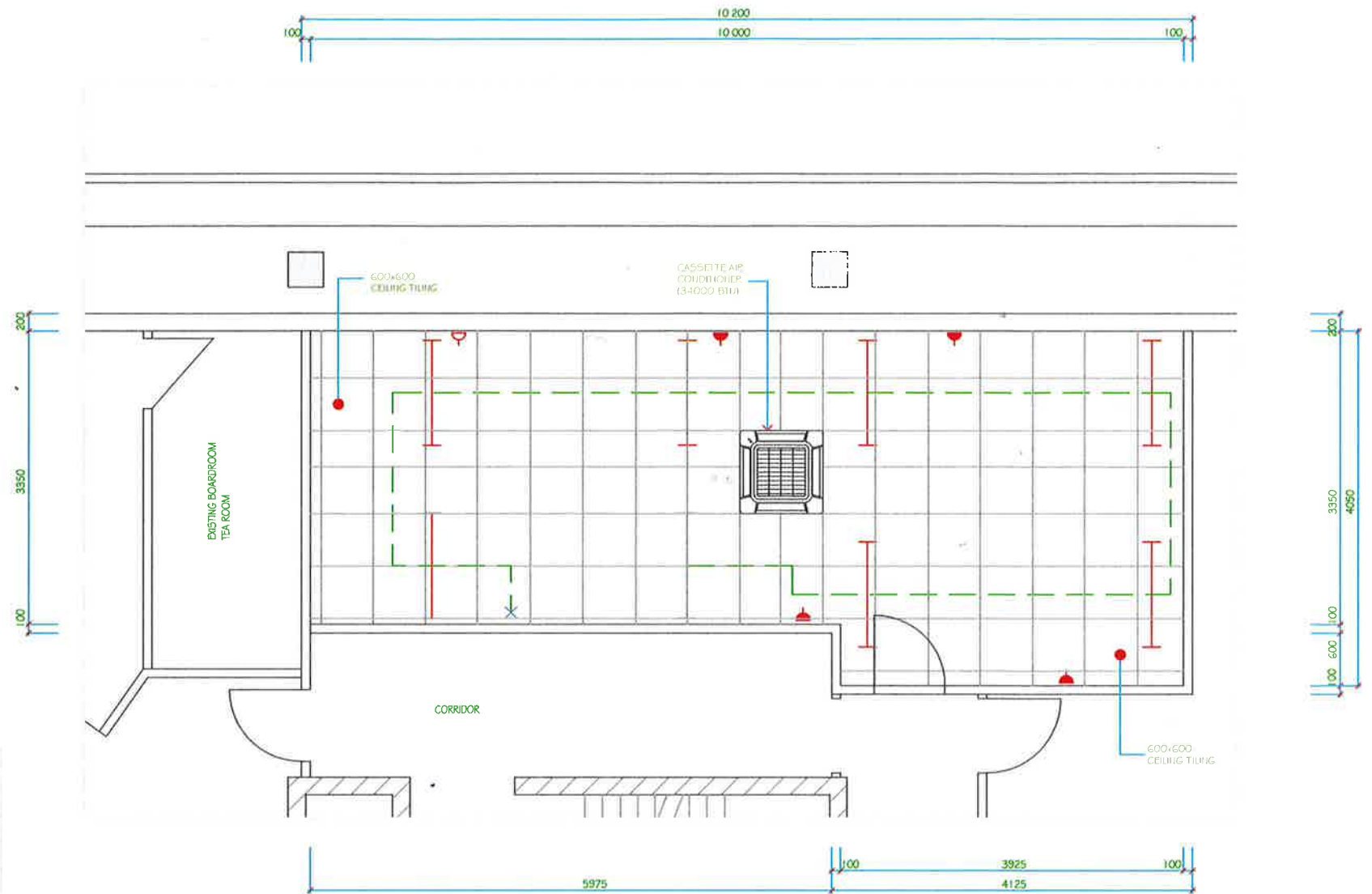
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Endorsed		
Approved		

Location	
Title	
(A3)	
Number	
Revision	

SECT 12 LOT 01 - HOHOLA, NCD
PEOPLE & TRANSFORMATION CONFERENCE ROOM
INDEX SHEET

M 11XXX

Sheet 00 OF 02

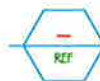


ELECTRICAL LEGEND

-  SINGLE GPO
-  DOUBLE GPO
-  ELECTRICAL SWITCH
-  ELECTRICAL WIRING
-  36W LIGHTINGS

NOTES

- ALL MEASUREMENTS ARE IN MILLIMETRES.
- WALLS SHOWN SHADED ARE 2400 MILLIMETRES HIGH.
ALL OTHER WALLS ARE FULL HEIGHT WALLS AS SHOWN ON THE DRAWINGS.



PROPOSED ELECTRICAL PLAN - HR CONF. ROOM

1:100

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CAD Filename: .dwg
 Date Plotted: 23.10.20
 Scales: 1:100 / AS SHOWN
 Time Plotted: 12:00pm

Rev.	Revision	By	Chk'd	Date



PNG POWER Ltd

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Website: www.pngpower.com.pg

Drawn	u: exp	SEPT 20
Designed	u: exp	
Checked		
Endorsed		
Approved		

Location	SECT 12 LOT 01 - HOHOLA, NCD		
Title	PEOPLE & TRANSFORMATION CONFERENCE ROOM		
Number	M 11XXX		
Revision			
Sheet	02 OF 02		