



REQUEST FOR TENDERS

File: AP 2/18/11
Date: 30 June, 2020
To: Interested suppliers
From: Bradley Myer, Project Manager GEF6 RIP
Subject: **Request for tenders: Pig Proof Fence – Mt Talau, Tonga**

1. Background

- 1.1. The Secretariat of the Pacific Regional Environment Programme (SPREP) is an intergovernmental organization charged with promoting cooperation among Pacific islands countries and territories to protect and improve their environment and ensure sustainable development.
- 1.2. SPREP approaches the environmental challenges faced by the Pacific guided by four simple Values. These values guide all aspects of our work:
 - We value the Environment
 - We value our People
 - We value high quality and targeted Service Delivery
 - We value Integrity
- 1.3. For more information, see: www.sprep.org.

2. Specifications: statement of requirement

- 2.1. SPREP would like to call for tenders from suppliers who can supply the materials and construct a pig proof fence on Mt Talau in Vava'u for the Environment Department in Tonga
- 2.2. The successful applicant will need to supply the materials and construct the fence as per the attached specification for Environment Department in Tonga by 31 October 2020.
- 2.3. The Tender Evaluation Process will consider the ability of suppliers to provide after sales services to assist with maintenance of the fence.

3. Conditions: information for applicants

- 3.1. To be considered for this tender, interested suppliers must meet the following conditions:
 - i. Have a current valid business license
 - ii. Must have the skills and experience to deliver the project.
 - iii. Each tenderer must supply the following information with their tender
 - (a) Tender Application Form
 - (b) Price Attribute responses
 - i. Schedule of Prices
 - ii. Bill of Quantities
 - (c) A completed Health & Safety Environment Plan
 - iv. Failure to supply the above information listed in 3.1 iii) will result in your tender application **NOT** being considered.

4. Submission guidelines

- 4.1. Tender documentation should demonstrate that the interested supplier satisfies the conditions stated above and can meet the specifications and timeframes. Documentation must also include supporting examples to address the evaluation criteria:
- 4.2. Tender documentation should outline the interested supplier's complete proposal: methods, timeframes and costs and include
 - (a) Tender Application Form
 - (b) Price Attribute Responses for:
 - i. Schedule of Prices
 - ii. Bill of Quantities
 - (c) A completed Health and Safety and Environmental Plan
- 4.3 Tenderers/Bidders must insist on an acknowledgement of receipt of tenders/proposals/bids.

5. Tender Clarification

5.1. Any clarification questions from applicants must be submitted by email to Maraea Pogi on maraeap@sprep.org and copy bradley@sprep.org and on isabellr@sprep.org before 13 July 2020. A summary of all questions received with an associated response will be posted on the SPREP website www.sprep.org/tender by 15 July 2020.

6. Evaluation criteria

- 6.1 SPREP will select a preferred supplier on the basis of SPREP's evaluation of the extent to which the documentation demonstrates that the tenderer offers the best value for money, and that the tenderer satisfies the following criteria:

Price - refer to Annex 1. Price Attribute – Schedule of Prices and Bill of Quantities 40%

Relevant Experience and Track Record – refer Annex 2.1 25%

Skills – refer to Application Form - section 2 - 4 5%

Methodology – refer Annex 2.2 10%

Health and Safety – refer Annex 2.3 10%

Environmental Plan – refer Annex 2.4 10%

7. Deadline

- 7.1. **The due date for submission of the tender is: 21 July 2020, midnight (Apia, Samoa local time)**
- 7.2. Late submissions will be returned unopened to the sender.
- 7.3 Please send all tenders clearly marked 'TENDER: Pig Proof Fence – Mt Talau, Tonga' to one of the following methods:

Mail: SPREP
Attention: Procurement Officer
PO Box 240
Apia, SAMOA



SPREP

Secretariat of the Pacific Regional
Environment Programme



10th Pacific Islands Conference

NATURE CONSERVATION AND PROTECTED AREAS

Nature Conservation Action for a Resilient Pacific

Email: tenders@sprep.org (MOST PREFERRED OPTION)

Fax: 685 20231

Person: Submit by hand in the tenders' box at SPREP reception,
Vailima, Samoa.

SPREP reserves the right to reject any or all tenders and the lowest or any tender will not necessarily be accepted.

**For any complaints regarding the Secretariat's tenders please refer to the
Complaints section on the SPREP website**

<http://www.sprep.org/accountability/complaints>



ANNEX A – ATTRIBUTES

CONSTRUCTION OF PIG PROOF FENCE – MT TALAU, TONGA

1. PRICE ATTRIBUTES

Tenderers must provide detailed information for this attribute to allow for a full evaluation of their tender.

Tenders shall:

- i. Completed Schedule of Prices
- ii. Completed Bill of Quantities

2. NON-PRICE ATTRIBUTES

2.1 Relevant Experience and Track Record

This attribute demonstrates the tenderer's previous experience, skills, and track record in all areas relevant to the Contract Works.

Tenderers are required to provide evidence of relative experience in construction, particularly in natural areas.

Tenderers shall demonstrate a record of completing projects to the quality standards required, on schedule and within budget.

Tenderers are required to nominate up to 3 recent similar or related projects that demonstrate the tenderer's ability to successfully fulfil this contract to the Principal's expectations. The 3 clients nominated will act as the tenderers referees.

Tenderers that score a 4 or less for this attribute shall be set aside and not evaluated further.

Tenderers should give examples of projects undertaken that best demonstrate relevant skills, expertise and experience related to these works. Preference shall be given to projects at least 80% complete and not more than 5 years old. Projects greater than 5 years old may still be considered depending on relevance.

Note: * *Qualifying comments should be included when the answers are not simply a yes or no.*

2.2 Methodology

This attribute demonstrates the tenderer understands the Principal's requirements and describes the methods the tenderer proposes to use to deliver the Works. The tenderer's methodology statement will demonstrate evidence of the tenderer's ability to assess a project and develop well thought out and practical ways of executing the project and improving value for money for the Principal. Tenderers shall:

- Describe the methodology you intend to use to perform the Contract Works on time and to the standards and requirements of the Principal. The methodology should highlight any special features of how the tenderer intends to work and how they will manage the risks.



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- Describe the proposed financial management and reporting methodology for this contract, and the proposed approach to minimising the risk to the Principal of additional costs, where possible.
- Submit a draft programme for the work clearly showing the proposed order of work, duration of activities, milestones and completion dates.
- Clearly state how the work will be carried out with minimum disruption to the public, and how you propose to manage site security and site safety during the contract period. The methodology should include how you intend to manage the site during and outside working hours.
- Provide details of the resources that will be used to carry out each of the key parts of the Contract. Include:
 - Information on the availability of backup resources;
 - Age and condition of plant, and whether the plant is leased or partially owned or fully owned by the tenderer;
 - Details of the tenderer's systems and methods they will use to successfully complete the Contract Works.
- Describe your approach to sustainability, namely
 - Describe any features of your proposed approach that demonstrates a commitment to sustainability including processes for minimising waste, achieving transportation efficiency, sourcing of materials (particularly timber products), managing hazardous materials, minimising site environmental damage or disturbance.

2.3 Health and Safety

This attribute demonstrates the tenderers commitment and track record to site health and safety. Tenderers shall:

- Explain how you will manage health and safety issues on the Contract. Include the following:
 - A draft health and safety plan intended for the Contract Works (template attached)
 - A summary of your health and safety, permits, prosecutions, complaints, fatalities, and accidents for the last 5 years.

2.4 Environmental Plan

This attribute demonstrates the tenderers commitment to minimise adverse impacts to the environment by avoiding or minimising pollution from project activities.

. Tenderers shall:

Complete a draft Environmental Plan (template attached)

2.5 The successful applicant must supply the services to the extent applicable, in compliance with SPREP's Values and Code of Conduct

https://www.sprep.org/attachments/Publications/Corporate_Documents/sprep-organisational-values-code-of-conduct.pdf