



Palau Public Utilities Corporation

REQUEST FOR PROPOSAL RFP PUC17-008 SUPPLY OF SUBSTATION TRANSFORMER

Issued on : December 30, 2016
Closing Date : January 16, 2017
Request For Proposal (RFP No.) : RFP PUC17-008
Corporation : Palau Public Utilities Corporation (PPUC)
PO Box 1372, Oldiais Building, Medalaii, Koror
Republic of Palau 96940
Country : Republic of Palau

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1. PREFACE

This Request For Proposals (RFP) for Supply of Substation Transformer has been prepared by Palau Public Utilities Corporation - Electric Power Operations (PPUC-EPO). PPUC-EPO wishes to receive Proposals from all interested persons or firms eligible to supply the requested Transformer to the Republic of Palau.

2. BACKGROUND

System Control Division (SCD) is a division of PPUC which is in charge of PPUC Substation. In this RFP SCD is in need of New Transformer to Replace the Existing Old Transformer Installed on various PPUC Substation. This Transformers were Installed in Year 1995, this Transformer are already Twenty One Years in Service. Accordingly this Old transformers will soon give way, it is imperative that a Backup be purchase and stock readily if the need arises.

3. SCOPE OF SUPPLY

- **TRANSFORMER:**

- 1. **Single Phase Transformer, 60Hz., 75KVA (34.5KV/13.8KVGrdY/7967V = 2 Sets.**

- 2. **Three Phase Transformer 60Hz., 34.5KV/13.8KV, 300KVA. = 1 Set.**

4. OBTAINING RFP

Electronic copies of the RFP may be obtained by emailing the nominated Contact Officer below, or from the PPUC website www.ppuc.com. All prospective bidders are requested to provide their contact details (company name and website, contact person, email and telephone number) to ensure they receive any updates to the RFP.

PPUC will also issue hard copies of the RFP on request at Palau Public Utilities Corporation (PPUC), Oldiais Building, Medalaii, Koror PO Box 1372, Republic of Palau 96940.

Contact Officer:

The contact officer for this RFP is:

Mr. SOFRONIO B. MAHOR
Chief Procurement Officer
Palau Public Utilities Corporation
Oldiais Building, Medalaii, Koror
PO Box 1372,
Republic of Palau 96940
Telephone No.: (680) 488-3870/3872
E-mail Address: ponz@ppuc.com

5. PROPOSAL REQUIREMENTS

submit a writ

1. A Title Page identifying the RFP No. and the Supply to be provided;
2. An appreciation of the scope of supply and activities required, and the methods proposed to be used to complete the supply;
3. Summary of experience in the Pacific Rim for the last three years.
4. Key Personnel or Contact Personnel;
5. Proposed time to start after notification of award
6. Fixed Lump Sum Price for works;

6. SUBMISSION OF PROPOSALS

Interested Suppliers may submit their sealed Proposal hardcopy to PPUC- Main Office, 2nd Floor, Oldiais Building, Medalaii, Koror, Palau 96940, or by email to the nominated Contact Officer. For inquiries regarding submission of proposals, please contact Mr. Mahor as noted above.

7. PAYMENT TERMS

A. Payment terms shall be determined as follows:

- a. After evaluation per proposal
- b. After negotiations with the winning offeror.
- c. All payments shall be made after receipt of original invoice from contractor for each work phase, certified by a duly authorized PPUC representative

8. EVALUATION AND SELECTION PROCESS

All proposals received shall be evaluated by a specially convened committee. The following criteria (NOT Necessarily in Order) will be used to evaluate proposals:

1. Bidders Compliance with All The Conditions and Requirements of the RFP.
2. Bidders Qualifications.
3. Bidders Capability.
4. Bidders Proposed Project Cost

9. GENERAL CONDITIONS

- A. Suppliers are required to submit their proposals based upon the conditions expressed in these instructions
 - i. Assignment of Contract: The Supplier shall not be assigned to any party without prior written consent from PPUC.
 - ii. RFP Modification: This RFP does not commit PPUC to award a contract, to pay any costs incurred in the preparation of the proposal under this request, or to procure or contract

for services. PPUC also reserves the right to accept or reject any or all proposals received under this request, to negotiate with qualified Bidder, or to cancel in whole or in part this RFP, if it is in the best interest of PPUC to do so. Prospective Bidder under this RFP may be required to participate in negotiations and to submit any price, or technical revisions to their proposals as may result from the negotiation process.

- iii. Performance & Payment Bond: PPUC requires that all contractors with contracts in excess of \$50,000 should acquire performance and payment bonds tendered in a manner and through a surety acceptable to the PPUC Chief Executive Officer / General Manager, which guarantees satisfactory completion of a project. The performance and payment bonds shall be in an amount equal to the total price specified in the contract. (to be determined by PPUC)
- iv. Transfer of property: All proposals shall become PPUC property.
- v. Conformity: The PPUC procurement regulations shall apply to all proposals and winning contractor shall be bound by them.
- vi. Bid Bond: Each project cost proposal must be accompanied by a certified check, cashier's check or proposal bond made payable to PPUC, in the sum of 10% of the aggregate cost of the proposal; such guarantee to be forfeited should the offeror to whom the work is awarded fail to execute and deliver contract and for the payment of all persons performing labor or furnishing materials in connection therewith, and in all other respects perform the agreement created by the PPUC's acceptance of said proposal.
- vii. Submission of the Proposal:
 - 1. A cover page with a table of contents
 - 2. An executive summary page that summarizes the corporate history, contractor's ability to satisfy the requirements of this RFP, project cost and a synopsis of salient details required in this RFP.
 - 3. The proposals shall be sealed in a package and should include:
 - a. The Contractors information (i.e., Name, Address, and Contact) on the outside package
 - b. The RFP# on the outside of the package that should be submitted NOLATER THAN 4:00 PM of CLOSING DATE-Palau Time.
[Note: The RFP # should be in big fonts.]
 - c. The sealed package should include the original plus five (5) copies of the proposal.
- viii. Inquiries: Any inquiries, requests, clarification, or additional information pertaining to this RFP shall be made in writing, by email or fax through the contacts provided

10. CONTRACT CLAUSES

A. All contracts shall, at a minimum, contain the following clauses:

1. Governing Regulations

13. Commencement of Work

- | | |
|---|-------------------------|
| 2. Penalties for Violation of Regulations | 14. Liquidated Damages |
| 3. Contract Disputes | 15. Schedule |
| 4. Gratuities | 16. Clear Title |
| 5. Kickbacks | 17. Taxes |
| 6. Representation of Contractor Concerning Contingent Fees | 18. Force Majeure |
| 7. Changes | 19. Relationship |
| 8. Stop Work Order | 20. Entire Agreement |
| 9. Termination for Defaults or Convenience | 21. Assignment |
| 10. Approvals, Certificates, Permits and Licenses | 22. Subcontract |
| 11. Laws and Regulations | 23. Contracting Officer |
| 12. PPUC's right to inspect | |

11. CONTACT DETAILS

Sofronio "Pons" Mahor
 PPUC Contracting Officer
 PPUC Procurement Division
 Tel: (680) 488-5320 Fax: (680) 488-4499
 Email: ponz@ppuc.com

James N. Mengeolt
 SCD Manager
 PPUC System Control Division
 Tel: (680) 488-2413
 Email: james@ppuc.com

Hasinta Idechong
 PPUC Acting Chief Financial Officer
 PPUC Accounting and Finance Division
 Tel: (680) 488-5320 Fax: (680) 488-4499
 Email: hidechong@ppuc.com

APPENDIX 1- BID FORM

Letter of Quotation

Date: ____/____/____

RFP No.: RFP-PUC17-008

Supply of Substation Transformer

To: The Chief Executive Officer / General Manager
Palau Public Utilities Corporation

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the RFP, including Addenda issued in accordance (if any);
(b) The price of our Bid, excluding any discounts offered in item (d) below is the sum of: [amount of local currency in words], [amount in figures]
(c) Our bid shall be valid for a period of days from the date fixed for the bid submission deadline in accordance with the RFP, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
(d) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed;
(e) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive; and
(f) We accept full responsibility for the health and safety of persons employed by us in completing the works under this Quotation.

Name

In the capacity of

Signed

Duly authorized to sign the Bid for and on behalf of

Date

Appendix 2: Schedules of Rates and Prices

Price Schedules

General

1. The Request for Proposal will be a Lump Sum Quotation for completion of all specified works.
2. The Schedules generally describe the works to be performed. Bidders shall be deemed to have read the RFP and visited the sites to ascertain the full scope of the requirements prior to filling in the price. The entered price shall be deemed to cover the full scope as aforesaid, including overheads and profit.
3. If bidders are unclear or uncertain as to any item, they shall seek clarification in writing prior to submitting their bid.

Pricing

4. Prices shall be entered in indelible ink, and any alterations necessary due to errors, etc., shall be initialled by the Bidder.
5. Bid prices shall be quoted in United States Dollars, in the manner indicated in the Bid Form of the RFP. For each item, bidders shall complete each appropriate column in the respective Schedules, giving the price breakdown as indicated in the Schedules.
6. Payments will be made to the Contractor in United States Dollars.
7. When requested by the Employer for the purposes of making payments or partial payments, valuing variations or evaluating claims, or for such other purposes as the Employer may reasonably require, the Contractor shall provide the Employer with a breakdown of any composite or lump sum items included in the Schedules.

| ITEM | DESCRIPTION OF WORKS | Price USD (Include Taxes and Duties) |
|---------------------|---|---|
| 1 | Two (2) Sets - Single Phase Transformer, 60Hz., 75KVA (34.5KV/13.8KVGrdY/7967V | |
| 2 | One (1) Set - Three Phase Transformer 60Hz., 34.5KV/13.8KV, 300KVA | |
| TOTAL COST PROPOSAL | | \$ _____ |

Name of Bidder _____

Signature of Bidder _____