



**FIJI REVENUE AND
CUSTOMS SERVICE**

Specifications For

Expression of Interest (EOI) 15/2024 Supply of FRCS Safety Footwear

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Advertisement

The following are excerpts and addendums from the advertisement for Fiji Revenue and Customs Service as it originally appeared in the local media and should be used as the basis to submit your proposals.

 **FIJI REVENUE AND
CUSTOMS SERVICE**

Expression of Interest

No. 15/2024 - SUPPLY OF FRCS SAFETY FOOTWEAR

FRCS invites submissions from reputable companies that are registered in Fiji to supply Safety Footwear for FRCS.

Detailed specifications are available on this link:
<https://www.frcs.org.fj/-tenders/> and clarifications are to be directed through email to tenders@frcs.org.fj. FRCS reserves the right to accept or reject any or all submissions without providing a reason.

Submissions are to be delivered in a sealed envelope clearly marked **EOI No. 15/2024 - SUPPLY SAFETY FOOTWEAR** and must be addressed to:

**The Chairman
FRCS Tender
Board
Fiji Revenue and Customs
Service Private Mail Bag
Suva, Fiji**

Or hand delivered to the FRCS Complex, Building 2, Level 4, Corner of Queen Elizabeth Drive & Ratu Sukuna Rd, Nasese no later than **12pm Friday 4th October 2024**.



www.frcs.org.fj

1.0 General Terms and Conditions

The following general terms and conditions will apply.

1.1 Format of Response

Each bidder must provide a formal letter of transmittal that must:

- a. Be signed by an authorized representative of the organization and must state that the signing official is authorized to legally bind the organization;
- b. Include the names, titles, office addresses and office telephone numbers of the persons authorized by the organization to conduct negotiations on the proposal, including their expected roles in negotiations; and
- c. Provide a contact name, address, mobile number and email address which FRCS will use in serving notices to the bidder.

1.2 Late Submissions

Submissions received within five minutes of the closing time will be accepted. Five minutes is allowed as variation for any timing difference.

1.3 Applicants to Inform Themselves

Each applicant should:

- a. Examine this specifications document; and any documents referred to within; and any other information made available by FRCS to the applicants;
- b. Obtain any further information about the facts, risks and other circumstances relevant to the EOI by making all lawful inquiries;
- c. Ensure that the submission, and all information on which its proposal is based, is true, accurate and complete.

By submitting their proposal, applicants will be deemed to have:

- a. Examined the EOI specifications and any other information made available in writing by FRCS to the applicants.
- b. Examined all information relevant to the risks, contingencies, and other circumstances having an effect on their proposal and which is obtainable by the making of reasonable inquiries.

1.4 Bidder's Risk

FRCS accepts no responsibility, liability, or obligation whatsoever for costs incurred by or on behalf of any bidder in connection with the EOI or any participation in the process.

1.5 Selection of Preferred Applicant

No proposal will necessarily be selected by FRCS as the preferred solution/s. The FRCS Evaluation Committee may decide not to accept any proposal or reject all proposals at any time. FRCS reserves the right to cancel this EOI and pursue an alternative course of action at any time.

Selection of Preferred Applicant will not be acceptance of the proposal and no binding relationship will exist between the preferred applicant(s) and FRCS until a written agreement acceptable by FRCS is executed by an authorized officer of FRCS and the successful applicant(s).

1.6 Conduct of Applicants

Conduct of Applicants or any of their consortium members, may affect the outcome of their responses, including non-consideration of the proposal. Applicants warrant to FRCS that they (and their consortium members) have not and will not engage in any of the following activities in relation to this EOI process:

- a. Lobbying of or discussions with any politician or political groups during this EOI process;
- b. Attempts to contact or discuss the EOI process with officers, any member or staff or contractor currently working in FRCS or any agent of this Department; Exception to Evaluation Committee members.
- c. Provision of gifts or future promise of gifts of any sort to the previously mentioned personnel;
- d. Accepting or providing secret commissions;
- e. Seeking to influence any decisions of FRCS by an improper means; or otherwise acting in bad faith, fraudulently or improperly.

1.7 Currency

All currency in the proposal shall be quoted in Fijian Dollars and prices must be VAT Inclusive.

1.8 Corporate Information

Each applicant must provide the following information:

- a. Details of the corporate and ownership structure, including identification of any holding company or companies and parent companies (Business license and Business Registration);
- b. Profiles of the company and any parent entity. If the company is a subsidiary, the applicant must provide full details of the legal and financial relationship between the subsidiary and parent. The names of all directors and officers of the company;

- c. A full description of current operations of the company including the most recent audited financial statement;
- d. A copy of the company's Certificate of Incorporation;
- e. Confirmation that the company has the capacity to bid for the Services and that there is no restriction under any relevant law to prevent it from bidding;
- f. Provision of details of any legal proceedings that are being done against the company.

1.9 Qualifications and Capability

Each Applicant must:

- a. Be Tax and Customs compliant. Tax Identification Number (TIN) must be quoted in the proposal. (Tax, VAT and FNPF).
- b. Be able to demonstrate that it will be able to meet its financial obligations under this EOI.

1.10 Mergers, Acquisitions, Sales of Applicant

Where such information is publicly accessible, the Applicant must indicate whether any mergers, acquisitions or sales are planned presently or during the year following the submission of the proposal.

1.11 Enquiries

- All questions and enquiries regarding this EOI are to be made in writing via email or official letter.
- All questions and inquiries will be responded to in writing by email.
- Verbal responses will not have any binding on either party.

2.0 Scope of Requirements (Mandatory Supplementary Documents)

- Company Profile including Organization Structure
- Key Resources (staff & equipment)
- FRCS Tax Compliance Letter
- FNPF Compliance Letter
- OHS Compliance Certification
- Minimum of 3 Clients Reference with contact details
- Minimum of 3 Supplier Reference
- Minimum of 3 Past Project Experience of Similar Value and Nature
- Provide AFS-3years or Bank Guarantee/Support Letter on company's financial

capability.

- This service shall be contracted for two (2) years.

2.1 OHS Requirements for Safety Boots

Officers who require safety footwear access a range of working environments. This includes production factories, wharf areas, vessels (private, fishing, cargo, bulk, oil & gas) and the airport.

Accordingly, safety footwear should meet one of the below approved code standards and must have as a minimum:

- **AS/NZS 2210**
- **ASTM F2413**
- **BS EN ISO 20345: 2022**
- Steel or Composite toe cap to prevent injury in case of falling material on feet;
- Leather in material or any other material that is non-flammable and water proof;
- PU (Polyurethane), TPU (Thermoplastic Polyurethane) or Rubber sole with grip that will prevent slips in wet and greasy conditions and protective in cases of electrocution – preferable if soles are both glued and sewn considering nature of use;
- Of an appropriate weight – preferably light for ease of mobility;
- High cut option to protect ankles;
- Normal dressing safety option (as opposed to high cut);
- Cushion on the inside of the shoes;
- Suitable for male and female staff;
- Slip on option; and
- Laced option.

For quality assurance, bidders are to provide evidence of international certification of the safety footwear.

2.2 Sample

The manufacturer is required to provide samples and sizes of the safety footwear which can be displayed at FRCS ports/offices by making arrangements with Maloni Lomaiviti (Ph: 3243245 or email: mlomaiviti@frcs.org.fj) or Sintishna Prasad (Ph: 3243240 or email: sprasad006@frcs.org.fj)

2.3 Delivery time

The manufacturer must specify in their tender the availability of their stock and the time frame within which they can conduct delivery to FRCS ports/offices.

END