

Fiji Sun Study July 2, 2016 P. 2

**LAUTOKA CITY COUNCIL**



**BOTANICAL GARDEN DEVELOPMENT  
SWIMMING POOL & ASSOCIATED FACILITIES  
TENDER FOR CONSULTANCY SERVICES FOR SURVEYING  
WORKS**

Lautoka City Council invites registered surveying consultants to tender for consultancy services for the surveying works at the council's Botanical Garden Site.

The council is proposing to develop part of the Botanical Garden for international standard swimming pool with associated facilities.

A copy of the Prescribed Tender Document can be obtained from the council's Engineering Department or the web site: [www.mylautokacity.com](http://www.mylautokacity.com)

All tenders should be submitted in a sealed envelope and marked "BOTANICAL GARDEN DEVELOPMENT TENDER FOR CONSULTANCY SERVICES FOR SURVEYING WORKS" addressed to the Chief Executive Officer, Lautoka City Council, Lautoka and deposited in the sealed Tender box at the Council Office, Civic Centre Building, 169 Vitogo Parade, Lautoka.

Tender closes at 4.00 pm on Friday, July 15, 2016.

  
**JONE NAKAMWADRA**  
CHIEF EXECUTIVE OFFICER

**LAUTOKA CITY COUNCIL**



**BOTANICAL GARDEN DEVELOPMENT  
SWIMMING POOL & ASSOCIATED FACILITIES  
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WORKS**

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The Council is proposing to develop part of the Botanical Garden for international standard swimming pool with associated facilities.

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Tender closes at 4.00 pm on Friday, July 15, 2016.

  
**JONE NAKAUVADRA  
CHIEF EXECUTIVE OFFICER**

**LAUTOKA CITY COUNCIL****PRESCRIBED TENDER FORM**

The Chief Executive Officer  
Lautoka City Council  
P O Box 124  
**LAUTOKA**

Dear Sir

**LAUTOKA CITY COUNCIL – BOTANICAL GARDEN DEVELOPMENT  
PROPOSED SWIMMING POOL & ASSOCIATED FACILITIES  
TENDER FOR CONSULTANCY SERVICES FOR SURVEYING WORKS**

I/We the undersigned having scrutinized the SCOPE OF WORKS and tender for the CONSULTANCY SERVICES FOR SURVEYING WORKS as follows:-

\$.....(VEP)  
(In Figures)

(.....)  
(In Words)

*(Tenderers are also required to submit breakdown schedule of the tender according to the Scope of Works).*

Tenderer's Name:.....

Address:.....

Telephone No.:.....(Office).....(A/H)

.....  
Signature of Tenderer

.....  
Signature of Witness

.....  
Date

.....  
Name of Witness

- NOTES:** (1) Please mark 'BOTANICAL GARDEN DEVELOPMENT, TENDER FOR CONSULTANCY SERVICES FOR SURVEYING WORKS' in sealed envelope.  
(2) Tenders close at **4.00 pm on Friday, July 15, 2016.**  
(3) All tenders shall be deposited in the tender box at the council office, Shirley Park, Lautoka by the tenderer himself or by his representative and that no tender is to be handed to any council employee.

**LAUTOKA CITY COUNCIL****INSTRUCTIONS TO TENDERERS**

1. All tenders shall be -
  - (a) in the prescribed tender forms obtainable from the council's Engineering Department or the website [www.mylautokacity.com](http://www.mylautokacity.com)
  - (b) in sealed envelope marked '**BOTANICAL GARDEN DEVELOPMENT, TENDER FOR CONSULTANCY SERVICES FOR SURVEYING WORKS**' and addressed to the Chief Executive Officer, Lautoka City Council, P O Box 124, Lautoka.
2. Tenders submitted only in prescribed tender forms will be considered.
3. All entries in the tender form shall be in block letters in ink or typewritten and the amount shall be stated both in words and in figures. All alterations and/or additions shall be initialed or signed by the tenderer.
4. Tender will close at **4.00 pm on Friday, July 15, 2016** at the office of the Chief Executive Officer, Lautoka City Council, Lautoka and shall be deposited in the sealed tender box.
5. Any tender received after closing time and date shall not be considered.
6. All tenders shall remain valid for a period of eight (8) weeks from and including the closing date of tender.
7. The tenderer must acquaint himself with the entire area of work covered by this tender by inspecting the Botanical Garden Site, existing facilities and all other areas as stipulated in the scope of works.
8. The successful tenderer will be required to enter into a contract with the council for the surveying services at the Botanical Garden from the date of commencement and to furnish a security deposit of **\$2,000.00** in the form of bank guarantee or cash. The security deposit may be forfeited by the council if the tenderer is in breach of any of the terms of the contract without prejudice to council's right to claim for damages.

**LAUTOKA CITY COUNCIL**

9. If the tenderer considers the contents of the document to be inadequate to undertake the service he shall indicate the same accordingly in a letter attached to his tender stating the particular conditions which he considers inadequate or unreasonable.
10. The lowest or any tender will not necessarily be accepted.



**JONE NAKAUVADRA**  
**CHIEF EXECUTIVE OFFICER**

June 30, 2016

**LAUTOKA CITY COUNCIL****BOTANICAL GARDEN DEVELOPMENT  
PROPOSED SWIMMING POOL & ASSOCIATED FACILITIES  
TENDER FOR CONSULTANCY SERVICES FOR SURVEYING WORKS**

The council proposes to develop part of its Botanical Garden site with an international standard swimming pool facility.

The development includes construction of two swimming pools with associated facilities to meet the demand for a community pool and competition pool.

Community Pool – the recommended community pool is 25m x 13m with 6 lanes.

Competition Pool – the recommended competition pool is 50m x 25m with 8 lanes.

Associated Facilities - Change Rooms, Locker Rooms, First Aid Room, Pool Equipment Store, Staff Room and Changing, Cleaners Storage Room, Plant Room, Car Park, etc.

The council therefore needs to carry out a detail survey of the Botanical Garden Site to ascertain the boundary, existing ground levels, setout of existing facilities, buildings, other features, etc. for design purpose and setout of proposed infrastructure development during construction phase

**SCOPE OF WORKS****A. The detailed topography survey of the site to be carried out for design purpose which is to be based on the following scope of works:-**

1. Re-define site boundary, existing building footprint, footpaths, access ways, etc.
2. Peg out site boundaries.
3. Provide all existing ground spot levels and contours at 1m intervals.
4. Identification of existing site drainage, catchment pits, culverts, invert & lid levels of sewer manhole, etc.
5. Invert levels of all existing drains/ manholes and discharge point.
6. Locate all site drainage/ underground sumps.
7. Storm water drains including manhole lid levels, invert levels, etc.
8. Road level in relation to Botanical Garden ground level
9. Check line of neighbor's fence on all sides for encroachment onto Botanical Garden site.
10. Location of existing borehole pumps.
11. Plot overhead power line and also underground if possible.
12. Any other features on site which should be included (e.g. big trees, drains, ponds, park seats, water tanks, etc.)
13. Provide outline of all existing external / internal fencing.
14. Provide certificate for boundary definition and location of pegs
15. Provide council with electronic and hard copies of plans/ drawings for the above Survey. The plans should comprise of the site plan, contour plans, longitudinal & cross sections to show existing ground levels, road levels, drainage and sewer levels, etc.

**LAUTOKA CITY COUNCIL****B. Survey works for construction phase:-**

1. Set out for civil/ earthworks.
2. Provide levels and engineering setting out of utility services as required.
3. Set out and provide levels of swimming pools and associated facilities.
4. Provide invert levels of all new drains/ manholes to discharge point.

**C. As built plans.****D. Any other scope of works not listed above but required for the said project.****Notes**

- The successful tenderer will be required to work in close liaison with the project consultant. (The project consultant is yet to be appointed by the council).
- The successful tenderer is required to obtain a proper survey plan from the Department of Lands & Survey.

Enclosed are the following documents:-

1. Lease of Botanical Garden.
2. Survey plan



**JONE NAKAUVADRA**  
**CHIEF EXECUTIVE OFFICER**

June 30, 2016

LAUTOKA CITY COUNCILLEASE DOCUMENT

STAMP DUTY LD 5/7/1418  
CROWN FREEHOLD LAND

Original - 32.00  
Duplicate - 1.00  
\$33.00

THE DIRECTOR OF LANDS  
[hereinafter referred to as "the Lessor"]  
of Fiji on behalf of the Crown  
Hereby leases to LAUTOKA CITY COUNCIL  
a body established under the Local Government Act  
(Cap 125) and having its registered office at  
Lautoka, Fiji; [hereinafter referred to as  
"the Lessee"]

STAMP DUTY  
\$ 33.00  
R.R. No. 858-76  
Stamp Duty paid for  
Dep. Collector of Stamp Duties

Crown Lease No. \_\_\_\_\_  
(FOR TITLES OFFICE USE ONLY)

FEEES

Registration Fee	\$ 3.00
Drawing Fee	25.00
Plan Fee	13.00
Total	41.00

Revenue Receipt No. 658769  
Date 8/7/2016  
Initials

All that piece of Land being

Name of Land	Title	Particulars	Area
LOT 3 of DP 4781 and LOT 2 of DP 2175 VITABO and BULASO (Per se)	Yugo	Da	0.1244 H 6.74 Ha 6.86448a

the boundaries of which are more particularly delineated on the plan hereon and  
coloured Yellow to be held by the said LAUTOKA CITY COUNCIL

as tenant for the term of ninety-nine(99) years commencing on the  
First day of April 19<sup>95</sup> at the yearly rental of  
One Hundred dollars (\$100.00)  
payable to the Director of Lands as follows: that is to say,--

By two equal half-yearly payments in advance in the months of January and July  
in every year. Subject to the covenants and powers implied in leases under the Land  
Transfer Act, 1971 and the Property Law Act 1971 and subject also to the following  
covenants and provisos; that is to say,--

It is expressly declared that this lease is a Protected Lease under the provisions of  
the Crown Lands Act.

And the Lessor hereby reserves all Precious Metals, Coals and Minerals of every  
description including Crude Oil upon or under the said lands with full liberty at all times  
to search, dig for and carry away such Metals, Coals and Minerals of every description  
including Crude Oil and for that purpose to enter upon the said lands or any part thereof.

This lease is subject also to the following covenants and provides; that is to say,--

1. The rent shall be subject to reassessment in the years 2005, 2015,  
2025, 2035, 2045, 2055, 2065, 2075 and 2085 to a maximum not exceeding  
six(6) per centum of the unimproved value of the land.

2. The lessee shall not transfer, mortgage, sublet, assign or part  
with the possession of the demised land or any part thereof without the  
written consent of the lessor first had and obtained.

3. The lessee shall use the demised land solely for Botanical Gardens  
as a recreational ground or ornamental park of open spaces for the general  
convenience and enjoyment of the public and for all purposes incidental  
thereto, and no building whatsoever shall be erected thereon without  
the written consent of the lessor first had and obtained.

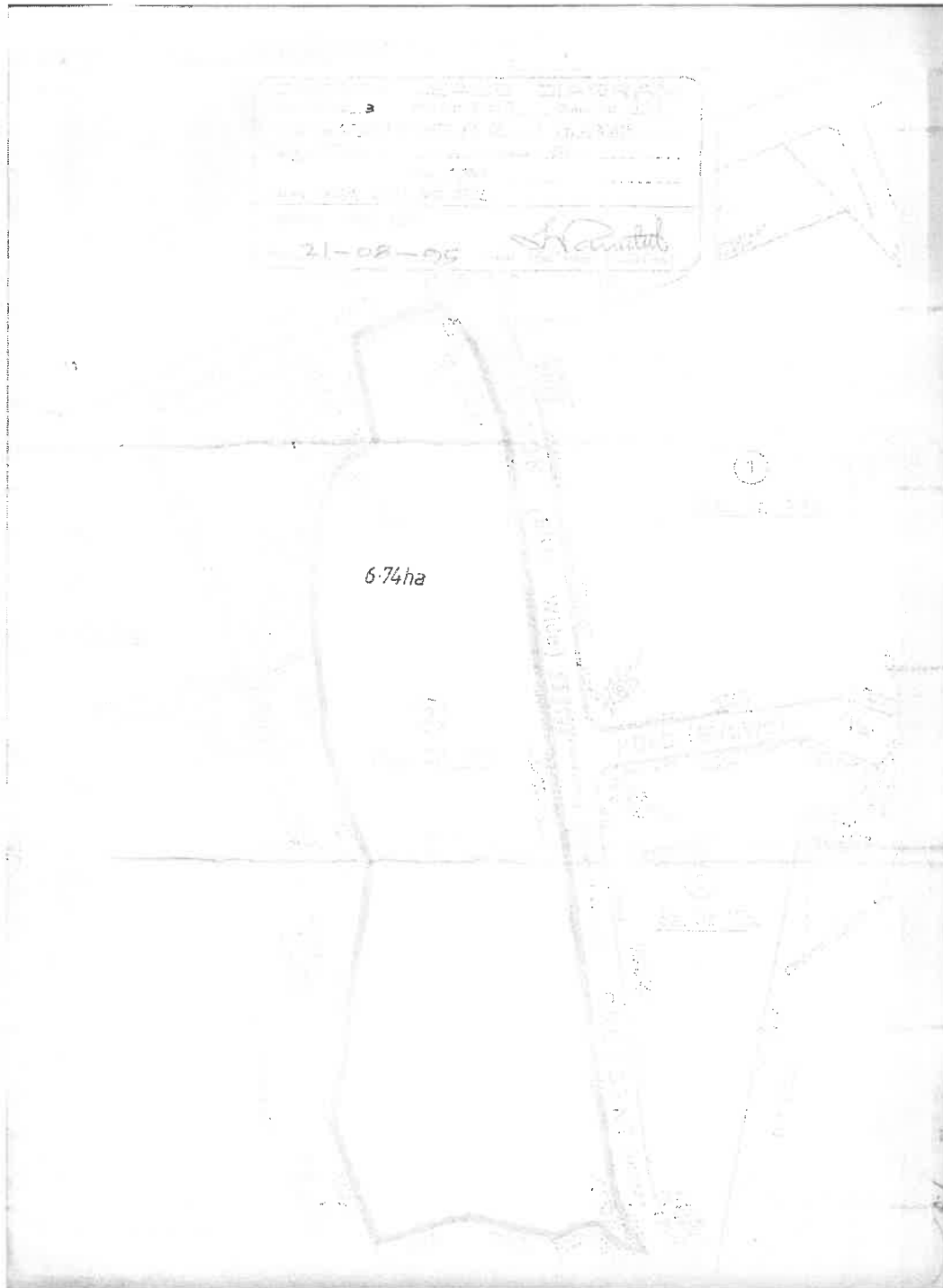
LEASE No. 386431  
REGISTERED 18 OCT 1995 at 2.35 PM  
Registrar of Titles





LAUTOKA CITY COUNCIL

4. The lessee shall bear, pay and discharge all rates, taxes, assessments, duties, impositions and outgoings whatsoever which may be imposed or charged now or in the future upon the demised land or the building or outbuildings that may be erected thereon or upon the owner or occupier in respect thereof.
5. The lessee shall not permit or suffer to remain any horses, cattle, goats or swine on the demised land.
6. The lessee shall keep the demised land clear of all refuse, rubbish, weeds and unsightly undergrowth to the satisfaction of the lessor.
7. The lessee agrees that the lessor or any authorized person or persons may at any time without let or hindrance enter upon the demised land to construct, place or maintain posts, pipes cables or wires and drains of any nature whatsoever above or below the ground anywhere within the demised land.
8. The lessee shall not erect or permit to be erected any structure of any nature whatsoever over those portions of the demised land where posts, pipes and cables or wires have been placed and where drains of any nature whatsoever have been dug; and he shall not do any matter, act or thing that shall or may damage any post, pipe, cable, wire or drain or impede the flow of water along any drain constructed within the demised land.
9. The lessee shall not erect or permit to be erected any structure over or upon any portion or portions of the land hereby leased and shown on the plan hereon as drainage reserve and coloured blue; and shall not do any matter, act or thing that shall or may damage or impede the flow of water along any drain that has been or may be constructed or excavated along such drainage reserve.
10. The lessor or any authorized person or persons may at any time without let or hindrance enter upon such drainage reserve for the purpose of carrying out any drainage works or repairs whatsoever.
11. The lessee hereby covenants that it will fulfill and be bound by all terms and conditions set out herein and in the Crown Lands (Leases and Licences) Regulations; insofar as the same are not modified or contained in this lease.
12. Default by the lessee in the fulfilment of any covenant or condition expressed or implied herein shall render this lease liable to cancellation by re-entry and possession by the lessor or to the imposition of a penal rent.

LAUTOKA CITY COUNCIL



LAUTOKA CITY COUNCIL

MEMORANDUM OF PRIOR LEASES, MORTGAGES AND ENCUMBRANCES REFERRED TO:

Nil.

I, LAUTOKA CITY COUNCIL

do hereby accept this lease

Dated this 18<sup>th</sup> day of September 1995.

The Common Seal of LAUTOKA CITY COUNCIL was hereunto affixed in our presence and we certify that we are the proper officers by whom and in whose presence the said Seal is to be affixed to documents executed by the said Council.



MAYOR

TOWN CLERK

Meaning and effect thereof.

The Signature A. QUERT

was made in my presence and I verily believe that such signature is of the proper handwriting of

ALBERT QUERT who at present holds the office of Director of Lands of Fiji.

Director of Lands

Lessor

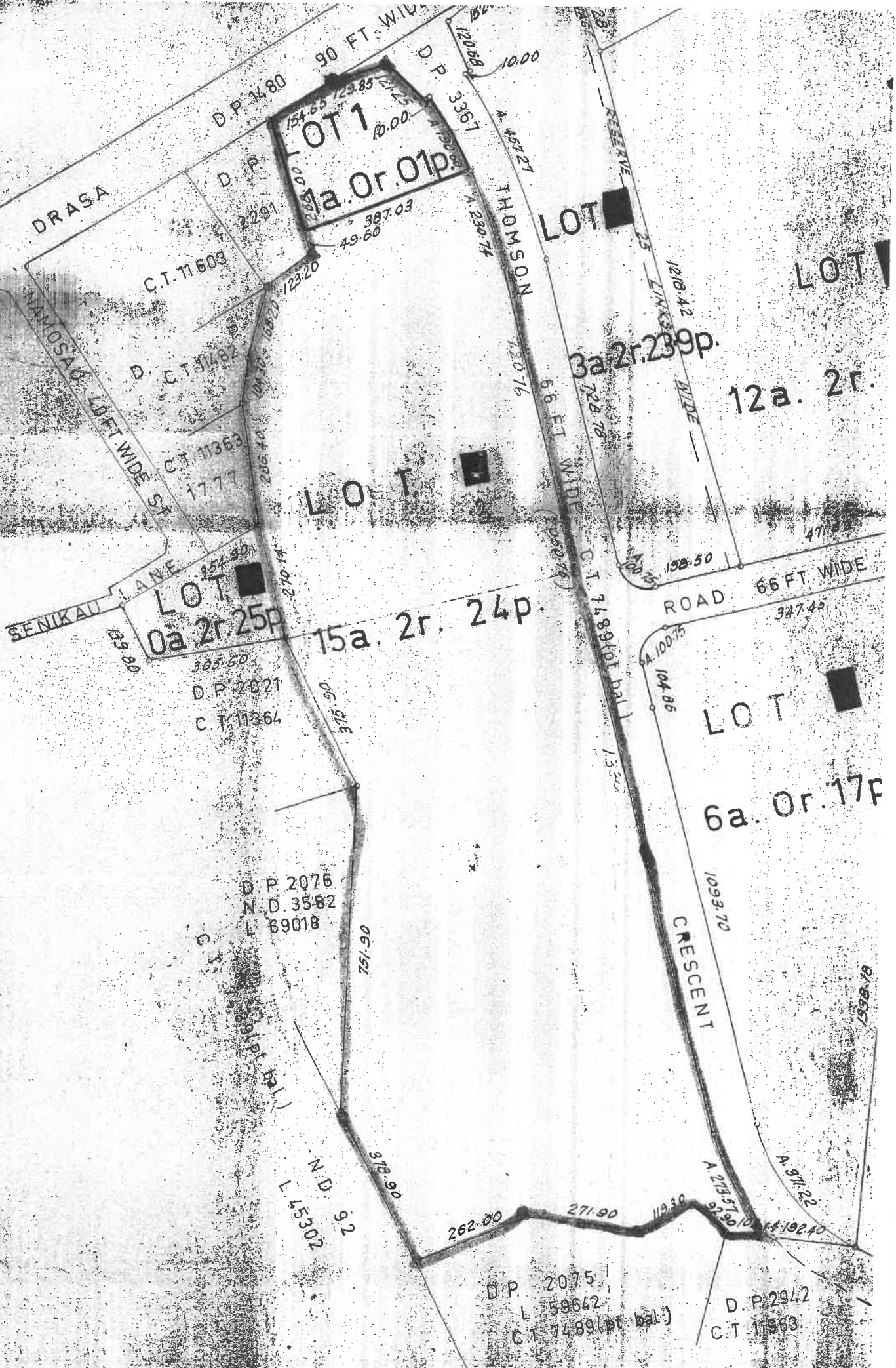
Land Clerk

CERTIFIED CORRECT FOR THE PURPOSE OF THE LAND TRANSFER ACT.

Solicitor for the Lessee or Lessee  
AND S. PATEL

## SURVEY PLAN

[illegible]



D.P. 1480

LOT 1  
1a. Or. 01p.

LOT

LOT

3a. 2r. 239p.

12a. 2r.

LOT

LOT  
0a. 2r. 25p.

15a. 2r. 24p.

LOT

6a. Or. 17p.

D.P. 2076  
N.D. 3582  
L. 69018

D.P. 2075  
L. 59642  
C.T. 7489 (pt. bal.)

D.P. 2942  
C.T. 11563

**MINUTES OF TENDER COMMITTEE MEETING OF THE LAUTOKA CITY COUNCIL HELD IN THE COUNCIL CHAMBERS, SHIRLEY PARK, LAUTOKA ON FRIDAY, JULY 29, 2016 AT 12.01 PM**

**PRESENT:** Chief Executive Officer, Mr. Jone Nakauvadra  
 Manager Finance & Admin/Services, Mr. Prabin Lal  
 Director Health Services, Mr. Gyneshwar Rao  
 Accounts Clerk, Mr. Abdul Israaz  
 Secretary, Mrs. Aruna Gounder

**AGENDA**

**To open Tenders for Swimming Pool & Associated Facilities - Consultancy Services for Surveying Works**

**Tender for Swimming Pool & Associated Facilities - Consultancy Services for Surveying Works**

The following companies tendered for the above works:-

	<b><u>Tenderer</u></b>	<b><u>Tendered Price</u></b>
1.	Landmark Surveying Consultants	\$12,500.00 VEP
2.	Patson & Associates Ltd.	\$18,900.00 VEP
3.	MWH (Fiji) Ltd	\$24,670.00 ( <i>For scope "A"</i> )
	• Survey Manager	\$80.50 FJ \$/hr
	• Surveyor	\$54.00 FJ \$/hr
	• Survey Assistant	\$44.00 FJ \$/hr
	• CAD	\$50.00 FJ \$/hr
		( <i>For scope "B", "C" &amp; "D"</i> )

**RESOLVED:**

1068

That the Acting Director Building/Engineering Services to compile a report and submit in the next management meeting.

The meeting ended at 12.05 pm.

**ADOPTED this ..... day of .....2016**

**CHAIRMAN/CHIEF EXECUTIVE OFFICER**

June 2016  
File: 8/7/260

**LAUTOKA CITY COUNCIL**

**PRESCRIBED TENDER FORM**

The Chief Executive Officer  
Lautoka City Council  
P O Box 124  
**LAUTOKA**

Dear Sir

**LAUTOKA CITY COUNCIL – BOTANICAL GARDEN DEVELOPMENT  
PROPOSED SWIMMING POOL & ASSOCIATED FACILITIES  
TENDER FOR CONSULTANCY SERVICES FOR SURVEYING WORKS**

I/We the undersigned having scrutinized the SCORE OF WORKS and tender for the CONSULTANCY SERVICES FOR SURVEYING WORKS as follows:-

\$ EIGHTEEN THOUSAND NINE HUNDRED DOLLARS (VEP) *f.*  
(In-Figures) IN WORDS

(\$ 18,900.00 VEP) *p.*  
(In-Words) IN FIGURES

(Tenderers are also required to submit breakdown schedule of the tender according to the Scope of Works).

Tenderer's Name: PATSON & ASSOC LTD

Address: 12 MARINE DRIVE, OFFICE 3, 1ST. FLOOR

Telephone No.: 666 9732 (Office) \_\_\_\_\_ (A/H)

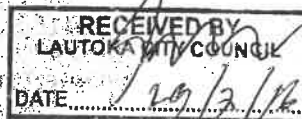
*Myou Zall Patel*  
Signature of Tenderer

15.7.2016  
Date

*ANAND S KUMAR*  
Signature of Witness

ANAND S KUMAR 9218568  
Name of Witness

- NOTES:** (1) Please mark 'BOTANICAL GARDEN DEVELOPMENT, TENDER FOR CONSULTANCY SERVICES FOR SURVEYING WORKS' in sealed envelope.  
(2) Tenders close at 4.00 pm on Friday, July 15, 2016.  
(3) All tenders shall be deposited in the tender box at the council office, Shirley Park, Lautoka by the tenderer himself or by his representative and that no tender is to be handed to any council employee.





June 2016  
File: 8/7/260

**LAUTOKA CITY COUNCIL**

**PRESCRIBED TENDER FORM**

The Chief Executive Officer  
Lautoka City Council  
P O Box 124  
**LAUTOKA**

Dear Sir

**LAUTOKA CITY COUNCIL - BOTANICAL GARDEN DEVELOPMENT  
PROPOSED SWIMMING POOL & ASSOCIATED FACILITIES  
TENDER FOR CONSULTANCY SERVICES FOR SURVEYING WORKS**

I/We the undersigned having scrutinized the SCOPE OF WORKS and tender for the CONSULTANCY SERVICES FOR SURVEYING WORKS as follows:-

\$ 12500.00 ..... (VEP)  
(In Figures)

Twelve thousand & five hundred dollars only.  
(In Words)

(Tenderers are also required to submit breakdown schedule of the tender according to the Scope of Works).

Tenderer's Name: Landmark Surveying Consultants

Address: P.O. Box 18961, Nina House, Suva

Telephone No.: 3683077 (Office) 9433128 (A/H)

[Signature]  
Signature of Tenderer

12/07/2016

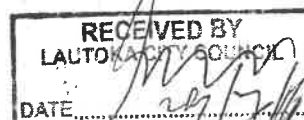
Date

[Signature]  
Signature of Witness

ANAND KISHORE

Name of Witness

- NOTES:** (1) Please mark 'BOTANICAL GARDEN DEVELOPMENT, TENDER FOR CONSULTANCY SERVICES FOR SURVEYING WORKS' in sealed envelope.  
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**LANDMARK**  
SURVEYING CONSULTANTS

www.landmarkfiji.com Engineers: Registered Surveyors: Planners

The Chief Executive Officer,

Lautoka City Council,

P O Box 124,

Lautoka

12/07/2016

**FEE PROPOSAL FOR PROFESSIONAL LAND SURVEYING SERVICES**  
from **LANDMARK SURVEYING AND ENGINEERING CONSULTANTS (Surveyor)** to  
**Lautoka city Council** effective this 12th day of July, 2016.

I am pleased to submit herewith a Tender for Consultancy Services for Botanical Garden Development as Specified.

Looking forward to hearing from you soon.

**1. Surveying Services/Description:**

TENDER FOR CONSULTANCY SERVICES FOR SURVEYING WORKS

BOTANICAL GARDEN DEVELOPMENT

PROPOSED SWIMMING POOL & ASSOCIATED FACILITIES

**2. The Property upon which the service described above are to be performed is:**

Lot/Plan No: Lot 3 DP 3379, Lot 1 DP 4995

Land Name : Botanical, Lautoka

Purpose: Botanical Garden Tot No of Lots...1

Tot Area: 6.8ha (17 Acres)

**3. Breakdown of Survey Fees and Scope of Works**

A. The detailed topography survey of the site to be carried out for design as specified.....\$5500.00

B. Survey works for construction phase.....\$3500.00

C. As built plans.....\$2500.00

D. Any other scope of works not listed above but required for the said project. ....\$500.00

Total.....\$12500.00VEP

**4. Client agrees to compensate Surveyor for said services according to**  
**The schedule of payments stated hereunder:**  
**"As Agreed, or Progress Claim"**

**5. The Law of Fiji governing contract Agreements shall apply**  
**Himayat**

Registered Surveyor

R.S(Fiji),LSIT (Ca),MIEMS(Aust),MFIS(Fiji)

Landmark Surveying Consultants

(A Duly Registered Professional Company based in Suva, Fiji)

**LANDMARK SURVEYING CONSULTANTS**  
P O BOX 18961, Suva, FIJI ISLANDS  
Email: landsubd@yahoo.com

**DATED THIS 12th day of July, 2016**

Engineers  
Registered  
Surveyors  
Planners

P O Box 18961, Suva, Fiji Islands. Email: landsubd@yahoo.com  
Registered Office: Suite 3, 2nd Floor, Nina House, Nina Street, Suva, Fiji Islands.  
www.landmarkfiji.com PH: 9433128, 9996014, 3683077

**LANDMARK**  
SURVEYING CONSULTANT

www.landmarkfiji.com Engineers: Registered Surveyors: Planners

The Chief Executive Officer,  
Lautoka City Council,  
P O Box 124,  
Lautoka  
12/07/2016

**FEE PROPOSAL FOR PROFESSIONAL LAND SURVEYING SERVICES**  
from **LANDMARK SURVEYING AND ENGINEERING CONSULTANTS** (Surveyor) to  
**Lautoka city Council** effective this 12th day of July, 2016.

I am pleased to submit herewith a Tender for Consultancy Services for Botanical Garden Development as Specified. Looking forward to hearing from you soon.

**1. Surveying Services/Description:**

TENDER FOR CONSULTANCY SERVICES FOR SURVEYING WORKS  
BOTANICAL GARDEN DEVELOPMENT  
PROPOSED SWIMMING POOL & ASSOCIATED FACILITIES

**2. The Property upon which the service described above are to be performed is:**

Lot/Plan No: Lot 3 DP 3379, Lot 1 DP 4995      Land Name : Botanical, Lautoka  
Purpose: Botanical Garden    Tot No of Lots...1      Tot Area: 6.8ha (17 Acres)

**3. Breakdown of Survey Fees and Scope of Works**

- A. The detailed topography survey of the site to be carried out for design as specified.....\$6000.00  
B. Survey works for construction phase.....\$3500.00  
C. As built plans.....\$2500.00  
D. Any other scope of works not listed above but required for the said project. ....\$500.00  
Total.....\$12500.00VEP

**4. Client agrees to compensate Surveyor for said services according to**

**The schedule of payments stated hereunder:**

**"As Agreed, or Progress Claim"**

**5. The Law of Fiji governing contract Agreements shall apply**

**Himayat**

**Registered Surveyor:**

**R.S(Fiji),LSIT (Ca),MIEMS(Aust.)MFIS(Fiji)**

**Landmark Surveying Consultants**

**(A Duly Registered Professional Company based in Suva, Fiji)**

**DATED THIS 12th day of July, 2016**

Engineers:  
Registered  
Surveyors  
Planners

P O Box 18961, Suva, Fiji Islands. Email: landsubd@yahoo.com  
Registered Office: Suite 3, 2<sup>nd</sup> Floor, Nina House, Nina Street, Suva. Fiji Islands.  
www.landmarkfiji.com      PH: 9433128, 9996014, 3683077

# LAUTOKA CITY COUNCIL

## MINUTES OF SPECIAL MANAGEMENT MEETING OF LAUTOKA CITY COUNCIL HELD IN THE COUNCIL CHAMBERS ON AUGUST 4, 2016 AT 3.16 PM

**PRESENT:** Chief Executive Officer, Mr. Jone Nakauvadra, [Chairman]  
Manager Finance & Administration Services, Mr. Prabin Lal  
Acting Director Building/Engineering Services, Mr. Shalendra Dass  
Director Health Services, Mr. Gyneshwar Rao  
Manager Health Services, Mr. Rouhit Karan Singh  
Horticulturist, Mr. Shri Charan  
Works Manager, Mr. Sachin Kumaran  
Parking Meter Supervisor, Mr. Sundressan Reddy  
Market Master, Mr. Gordon Wong  
Rates Clerk, Mr. Irinale Nabalarua  
Administration Officer, Mr. Esika Qorovanua  
Acting Prosecutor, Mrs. Swastika Kamoe  
Accounts Clerk, Mr. Abdul Israaz Khan  
Secretary, Mrs. Aruna Gounder

**APOLOGY:** Electrician, Mr. Rajnil Singh

### ENGINEERING MATTERS

#### Lautoka City Council – Proposed Swimming Pool & Associated Facilities at Council's Botanical Garden Site – Tender for Consultancy Services for Surveying Works, File: 8/7/260

The council management considered the report of the Acting Director Engineering Services, Mr. Shalendra Dass dated August 4, 2016 in the above matter.

It noted that the council had called for tender for the consultancy services for surveying works for the above swimming pool development at the Council's Botanical Garden site.

It noted that the tender was advertised in the Fiji Sun on Saturday, July 2, 2016 and Wednesday, July 6, 2016 and the tender had closed on Friday, July 15, 2016 at 4.00 pm.

It noted that all tenders were deposited in the sealed tender box and on July 29, 2016 at 12.00pm, the Council's Tender Committee opened the tenders.

The management noted that the tenders received were as follows:-

<b>Tenderer</b>	<b>Tendered Price (V.E.P)</b>
1. Landmark Surveying Consultants	\$12,500.00
2. Patson & Associates	\$18,900.00
3. MWH (Fiji) Ltd	\$24,670.00 (For scope "A")
• Survey Manager	\$80.50 FJ \$/hr
• Surveyor	\$54.00 FJ \$/hr
• Survey Assistant	\$44.00 FJ \$/hr
• CAD	\$50.00 FJ \$/hr
	(For scope "B", "C" & "D")

The management noted that the scope of works was as detailed below:-

**A. The detailed topography survey of the site to be carried out for design purpose which is to be based on the following scope of works:-**

1. Re-define site boundary, existing building footprint, footpaths, access ways, etc.
2. Peg out site boundaries.
3. Provide all existing ground spot levels and contours at 1m intervals.
4. Identification of existing site drainage, catchment pits, culverts, invert & lid levels of sewer manhole, etc.
5. Invert levels of all existing drains/ manholes and discharge point.
6. Locate all site drainage/ underground sumps.
7. Storm water drains including manhole lid levels, invert levels, etc.
8. Road level in relation to Botanical Garden ground level
9. Check line of neighbor's fence on all sides for encroachment onto Botanical Garden site.
10. Location of existing borehole pumps.
11. Plot overhead power line and also underground if possible.
12. Any other features on site which should be included (e.g. big trees, drains, ponds, park seats, water tanks, etc.)
13. Provide outline of all existing external/ internal fencing.
14. Provide certificate for boundary definition and location of pegs
15. Provide council with electronic and hard copies of plans/ drawings for the above Survey. The plans should comprise of the site plan, contour plans, longitudinal & cross sections to show existing ground levels, road levels, drainage and sewer levels, etc.

**B. Survey works for construction phase:-**

1. Set out for civil/ earthworks.
2. Provide levels and engineering setting out of utility services as required.
3. Set out and provide levels of swimming pools and associated facilities.
4. Provide invert levels of all new drains/ manholes to discharge point.

**C. As built plans.**

**D. Any other scope of works not listed above but required for the said project.**

The management noted that all the tenderers were reputable, licensed and competent firms to carry out the works.

The lowest tenderer was Landmark Surveying Consultants.

The council had engaged Landmark Surveying Consultants for the new Market Shed Development and also for the Churchill Park Upgrade Project. The services rendered were to the satisfaction of the council and also the principal consultants engaged for the projects.

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**LAUTOKA CITY COUNCIL**

**RESOLVED:**

The tender for Consultancy Services for Surveying Works for the proposed Swimming Pool Development be awarded to Landmark Surveying Consultants at the tendered sum of \$12,500.00 V.E.P. The tender award letter to be issued forthwith and the Ministry to be informed accordingly.

The meeting ended at 4.05 pm.

**ADOPTED this .....day of .....2016**

**CHIEF EXECUTIVE OFFICER/CHAIRMAN**

# LAUTOKA CITY COUNCIL

P. O. Box 124, Lautoka, Fiji

All communications to be addressed to the CEO

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169 Vitogo Parade, Lautoka.  
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Your Ref.

*City of Lautoka*

*"Our City Our Pride"*

Our Ref.

8/7/260

SD/

August 10, 2016

The Managing Director  
Landmark Surveying Consultants  
P.O. Box 18961  
**SUVA**

Dear Sir

**Re: Proposed Swimming Pool Development with Associated Facilities at Council's Botanical Garden Site - Tender for Consultancy Services for Surveying Works**

The council is pleased to advise you that Landmark Surveying Consultant has been awarded the tender as Surveying Consultant for the above swimming pool development with associated facilities at council's Botanical Garden site.

The General Conditions are as follows:

1. The Principal (client) for this project will be Lautoka City Council (LCC).
2. Landmark Surveying Consultant will be the Consultant for surveying services and will work under the supervision of the project consultant.
3. Landmark Surveying Consultant is the **SELECTED** Consultant.

Contract Lump Sum Price will be **\$ 13,625.00 VIP** and the breakdown is as follows:

• The detail topography survey of the site for design as specified	\$6,000.00 VEP
• Survey works for construction phase	\$3,500.00 VEP
• As built plans	\$2,500.00 VEP
• Any other scope of works not listed above but required for the said project	\$ 500.00 VEP
<b>Sub-Total (VEP)</b>	<b>\$12,500.00</b>
<b>Add 9% VAT</b>	<b>\$ 1,125.00</b>
<b>TOTAL (VIP)</b>	<b>\$13,625.00</b>

4. Consultancy Services Period to be for one (1) year from the date of issue of Award Letter.
5. Conditions of Tendering to form part of this contract.
6. Contract to be signed after vetting of the draft contract document which should include work plan and schedule of payments by the Ministry of Local Government, Housing & Environment and also vetting by the Office of the Solicitor General.
7. Public Liability Insurance cover to be submitted within 1 week after issue of the award letter.

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8. Professional Indemnity Insurance cover to be submitted within 1 week after issue of the award letter.
9. Payment for the works shall be made by the client Lautoka City Council.
10. All works to be in accordance to OHS Regulations.
11. Progress payment claims to be assessed every month on the **20<sup>th</sup> day of each month.**
12. Fiji National Provident Fund (FNPF) compliance certificate & VAT Registration to be furnished.
13. Consultancy services program to be submitted within 7 days after issue of award letter and this shall form part of the contract.
14. To submit a break down schedule of payments as per the scope of works of the tender document which shall form part of this contract.

This letter of acceptance is issued on the condition that the work would be carried out in accordance with the terms and conditions stipulated in the tender and contract document.

The council would appreciate a meeting with you to further discuss the project and also provide a draft contract document.

**This Contract Award Letter will form part of the contract.**

By copy of this letter, the Ministry of Local Government, Housing & Environment is informed of the same.

Yours faithfully

  
J. NAKAUVADRA

  
**[JONE NAKAUVADRA]**  
**CHIEF EXECUTIVE OFFICER**

cc. The Permanent Secretary  
Ministry of Local Government, Housing & Environment  
P O Box 2131  
Government Buildings  
SUVA  
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Horticulturist