

Fiji Sun Study Jul 2, 2016 P. 9

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

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, 189 Vitogo Parade, Lautoka.

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


JONE NAKAVANDRA
CHIEF EXECUTIVE OFFICER

LAUTOKA CITY COUNCIL



**BOTANICAL GARDEN DEVELOPMENT
SWIMMING POOL & ASSOCIATED FACILITIES
TENDER FOR CONSULTANCY SERVICES FOR SURVEYING
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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, 188 Vitogo Parade, Lautoka.

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
 - (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



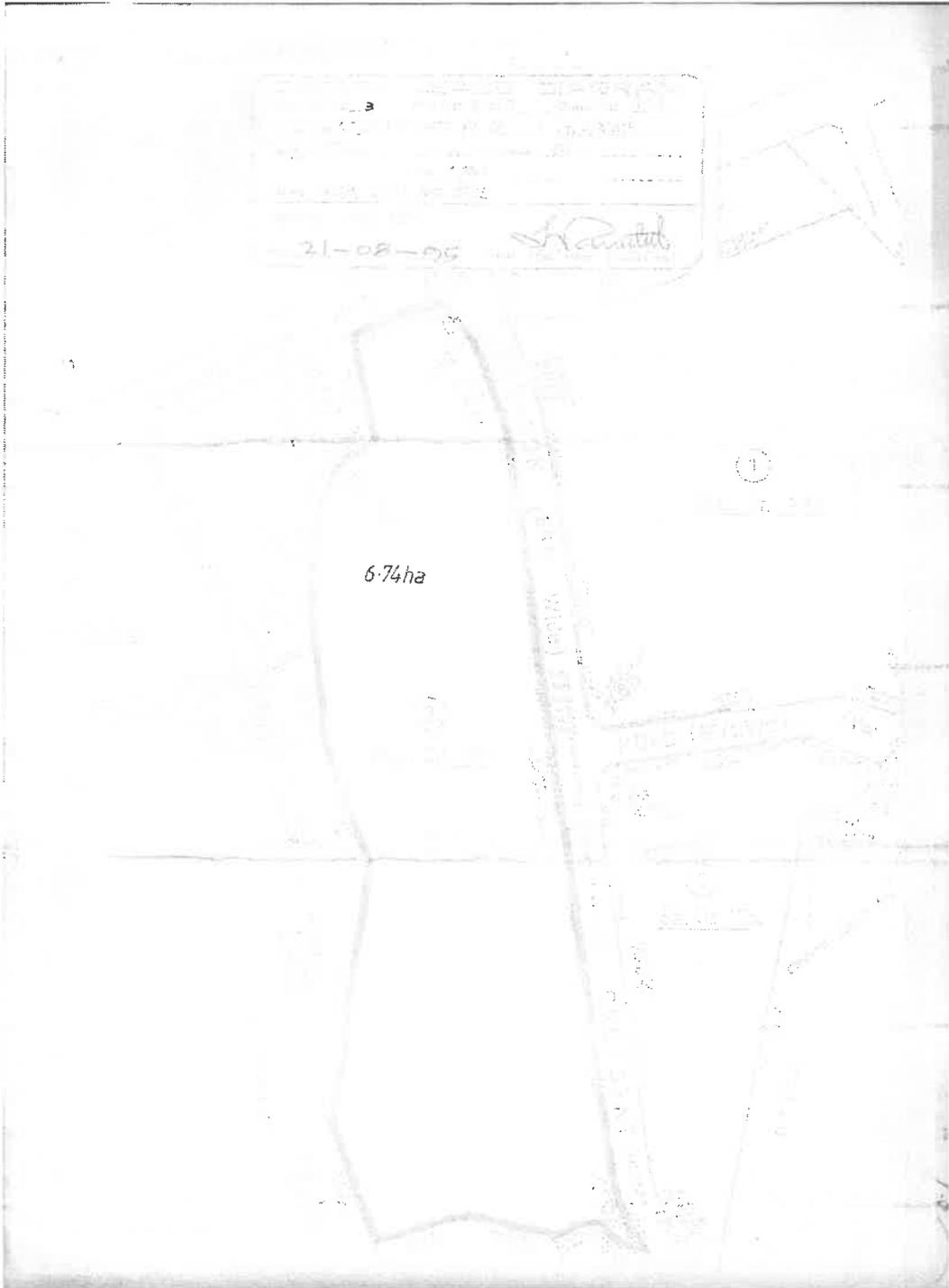
JONE NAKAUVADRA
CHIEF EXECUTIVE OFFICER

June 30, 2016

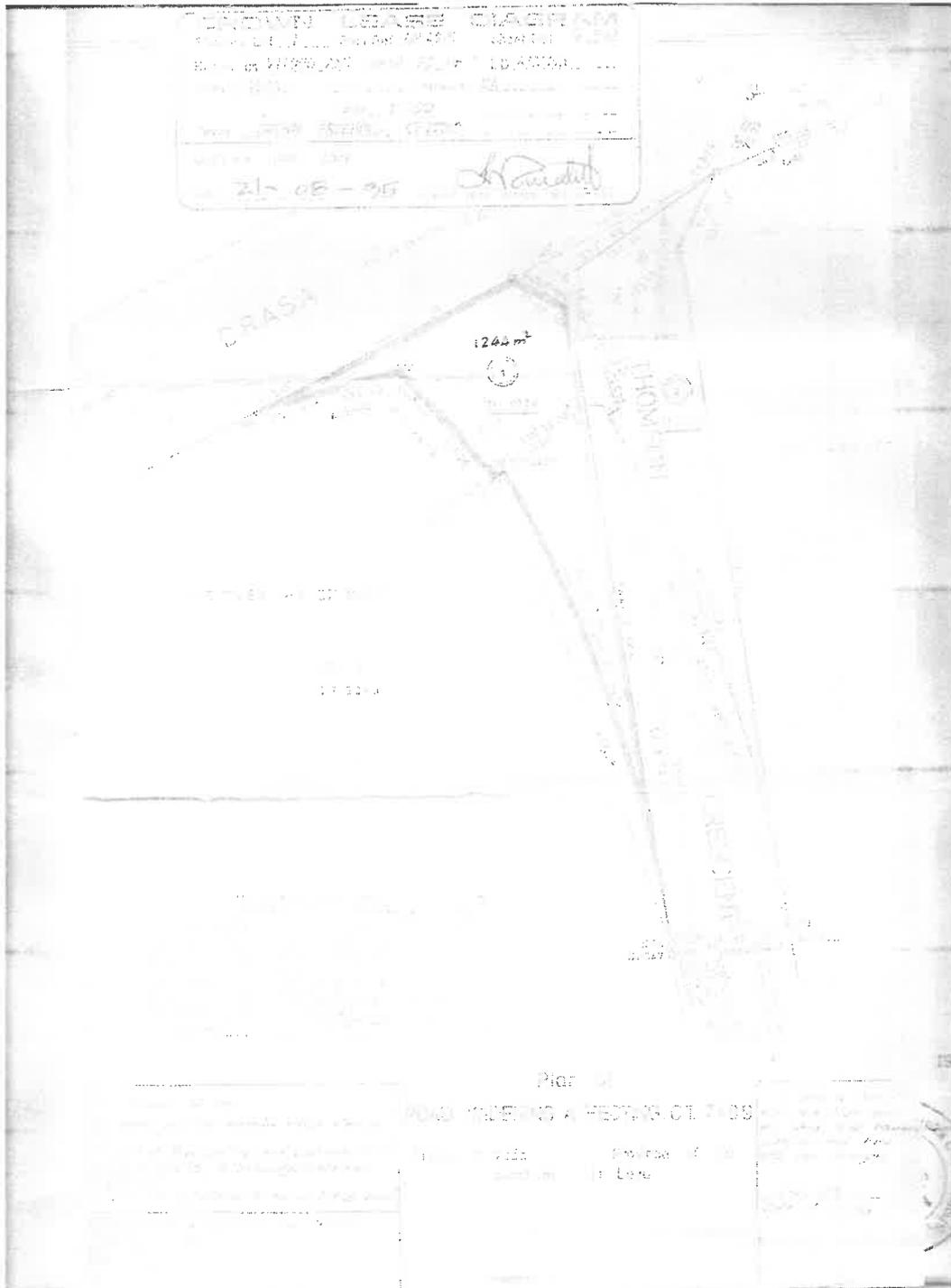
LAUTOKA CITY COUNCIL

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 curbuildings 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



LAUTOKA CITY COUNCIL

MEMORANDUM OF PRIOR LEASES, MORTGAGES AND ENCUMBRANCES REFERRED TO:

Nil.

I, LAUTOKA CITY COUNCIL

do hereby accept this lease

Dated this 18th 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.



[Signature]

MAYOR

meaning and effect thereof.

The Signature A. QUERT was made in my presence and I verify believe that such signature is of the proper handwriting of ALBERT QUERT who at present holds the office of Director of Lands of Fiji.

[Signature]
TOWN CLERK

[Signature]

Director of Lands

Lessor

[Signature]

Land Clerk

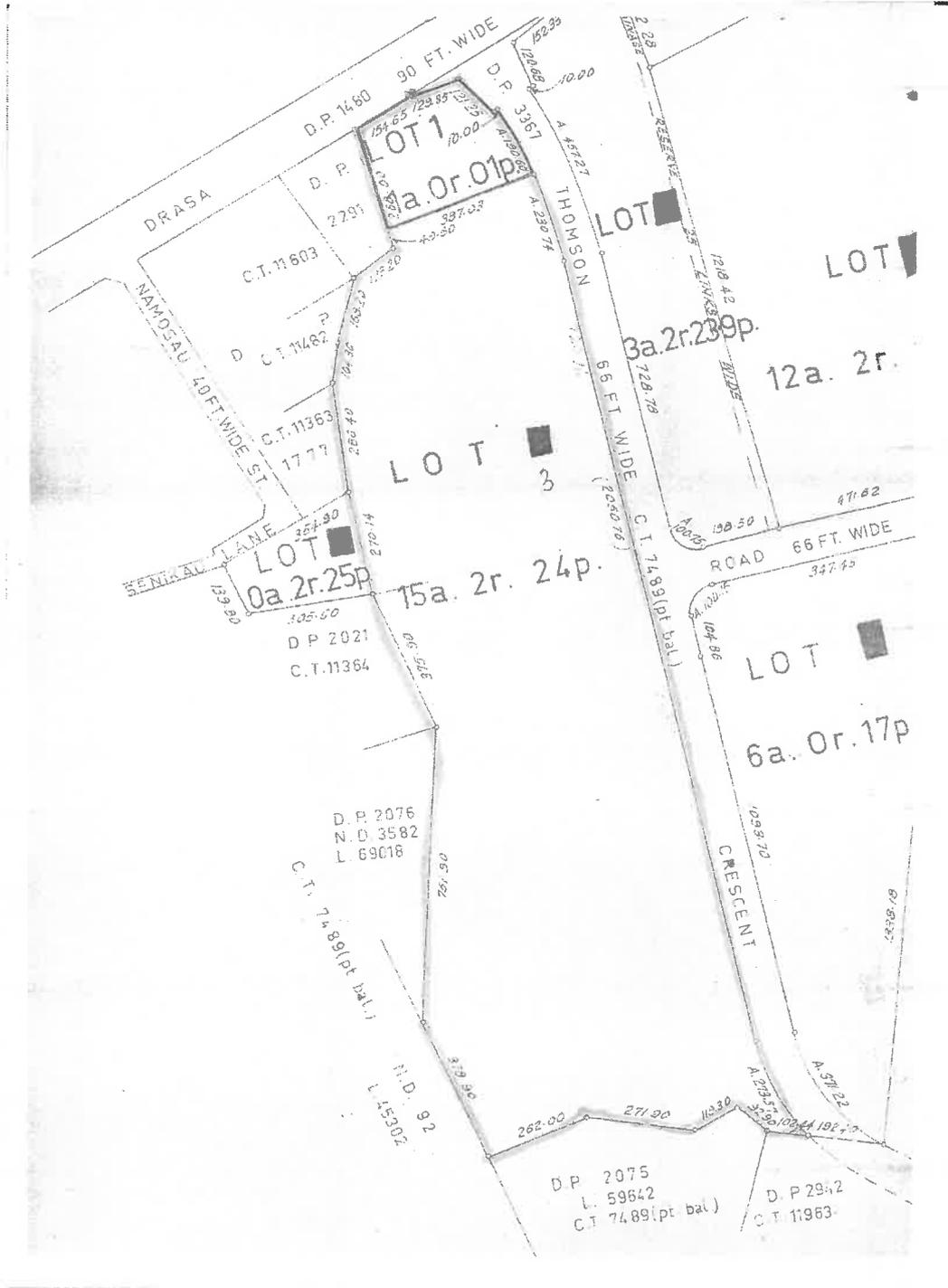
CERTIFIED CORRECT FOR THE PURPOSE OF THE LAND TRANSFER ACT.

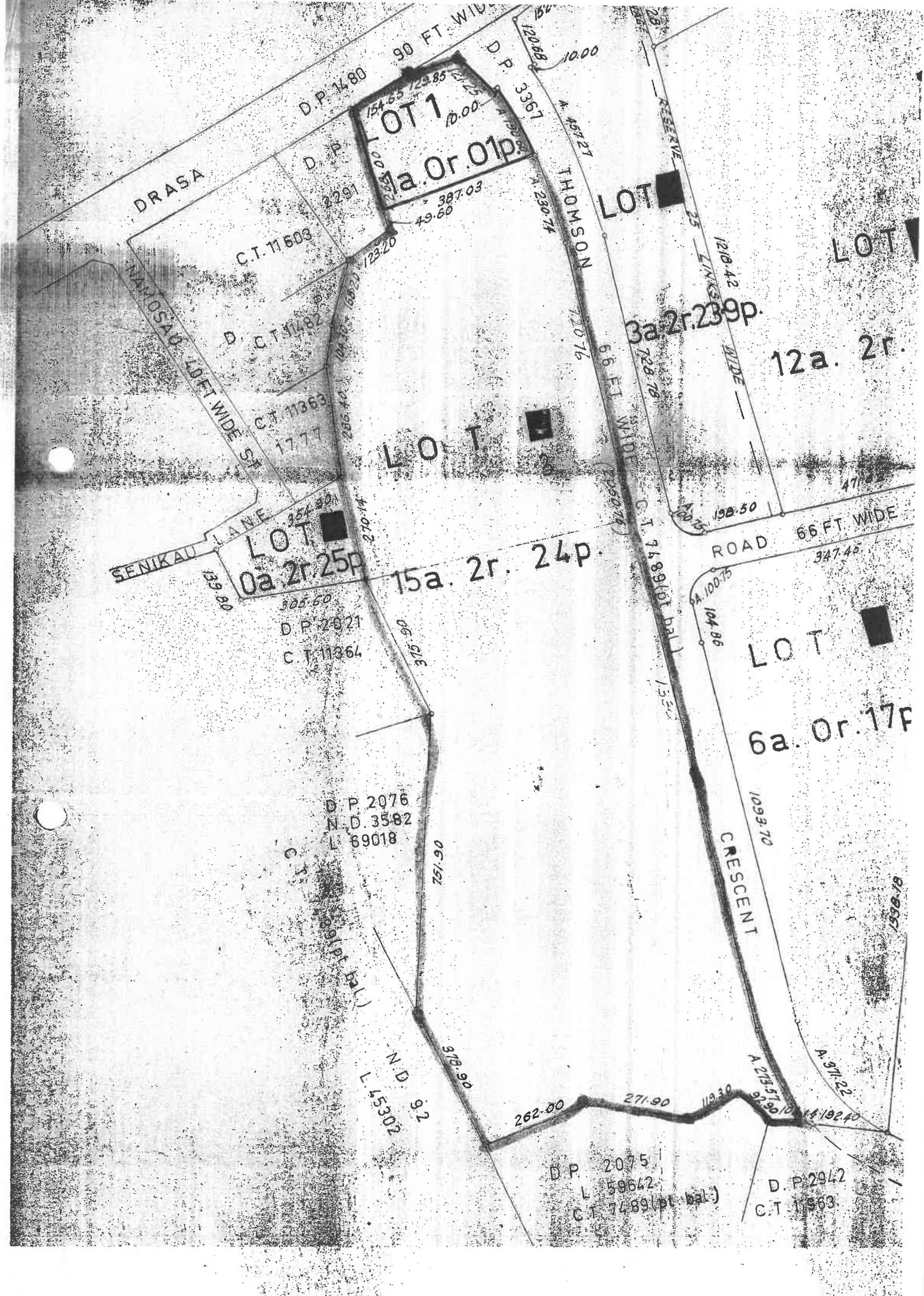
[Signature]
Solicitor for the Lessee or Lessee
AND S. PATEL

LAUTOKA CITY COUNCIL

SURVEY PLAN

(The successful tenderer is required to obtain a proper survey plan from the Department of Lands & Survey)





DRASA

LOT 1
1a. 0r. 01p.

LOT 25

LOT 12

LOT 15

LOT 6

SENIKAU LANE

LOT 10
0a. 2r. 25p.

15a. 2r. 24p.

ROAD 66 FT WIDE

6a. 0r. 17p.

CRESCENT

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

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

D.P. 2942
C.T. 11563

D.P. 1480

D.P. 3367

C.T. 11603

D. C.T. 11482

C.T. 11363

LOT 10
0a. 2r. 25p.

D.P. 2021
C.T. 11364

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

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

D.P. 2942
C.T. 11563

90 FT WIDE

THOMSON

3a. 2r. 239p.

12a. 2r.

ROAD 66 FT WIDE

CRESCENT

NANOSAD LOT WIDE ST

LANE

C.T. 7489 (pt. bal.)

C.T. 7489 (pt. bal.)

N.D. 92
L. 45302

262.00

271.90

119.30

A. 27351
L. 929010

A. 57122

NANOSAD LOT WIDE ST

LANE

C.T. 7489 (pt. bal.)

C.T. 7489 (pt. bal.)

N.D. 92
L. 45302

262.00

271.90

119.30

A. 27351
L. 929010

A. 57122

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:-

	<u>Tenderer</u>	<u>Tendered Price</u>
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" & "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 of2016

CHAIRMAN/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 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) (In-Words) *IN FIGURES* *f.*

(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)

Manoj Patel
Signature of Tenderer

Anand S Kumar
Signature of Witness

15.7.2016
Date

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.

RECEIVED BY
LAUTOKA CITY COUNCIL
DATE: 15/7/16

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

[Signature]
Signature of Witness

12/07/2016
Date

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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RECEIVED BY
LAUTOKA CITY COUNCIL
DATE 29/7/16

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 ^Y

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



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
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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, 2nd Floor, Nina House, Nina Street, Suva, Fiji Islands.
www.landmarkfiji.com PH: 9433128, 9996014, 3683077

1

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:-

Tenderer	Tendered Price (V.E.P)
1. Landmark Surveying Consultants	\$12,500.00
2. Patson & Associates	\$18,900.00
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" & "D"</i>)

2

LAUTOKA CITY COUNCIL

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.

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 thisday of2016

CHIEF EXECUTIVE OFFICER/CHAIRMAN

LAUTOKA CITY COUNCIL

P. O. Box 124, Lautoka, Fiji

All communications to be addressed to the CEO

Civic Centre, Shirley Park.
169 Vitogo Parade, Lautoka.
Telephone No.: (679) 666 0433
Fax: (679) 666 3288
Email: lcc@connect.com.fj
Web: www.mylautokacity.com

Your Ref.

City of Lautoka

Our Ref.

"Our City Our Pride"

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
Sub-Total (VEP)	\$12,500.00
Add 9% VAT	\$ 1,125.00
TOTAL (VIP)	<u>\$13,625.00</u>

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 **20th 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




[JONE NAKAUVADRA]
CHIEF EXECUTIVE OFFICER

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