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## PRE-BID MEETING AGENDA & MINUTES

**Project Name:** DESIGN, SUPPLY, INSTALL & COMMISSIONING OF CONTAINERIZED GENERATOR SETS FOR EPC NDCDC FULUASOU & SAVAII POWER STATION.

**Project Number:** SAMEPC20/2022

**Meeting Date & Time:** 12 September 2022 @ 10:00AM

**Attendees:** See Sign-In Sheet Attached

### Part A: UPOLU FULUASOU NDCDC SUBSTATION SITE

Attendee	Minutes/Comments
Jovesa Ah Kuoi (EPC)	Papalii Jovesa welcomed all attendees to the pre-bid meeting after a brief introduction of the N-2 team. This included: <i>Papalii Jovesa Ah Kuoi – Senior Engineer for Quality Assurance</i> <i>Wendy Pogi – Legal Manager</i> <i>Siu Fanolua: Senior Engineer for Developments &amp; Projects</i> <i>Marichan Fong: Graduate Engineer</i> <i>Sarafina Lesa: Graduate Engineer</i> Meeting was handed over to Siu Fanolua – Project Engineer in charge and main contact person for N-2 project.
Siu Fanolua (EPC)	Siu introduced the agenda for the day. Briefed all potential bidders that the purpose of this meeting is to help them fully understand the key requirements needed for the project. To help the bidders adequately prepare for their bids, this discussed the scope in detail: 1. The objective of the pre-bid meeting was specifically for Upolu

	<p>2. The scope of this part of the project is the design, supply, installation, and commissioning of containerised generator sets at EPC NCDL Fuluasou. This includes:</p> <ol style="list-style-type: none"> <li>a. Civil: Construction of concrete foundation pads and containment bunds for CGS and transformers. <ul style="list-style-type: none"> <li>• 4 x foundation pads – Upolu (extra foundation pad proposed as contingency space for future potential CGS procurement)</li> </ul> </li> <li>b. Mechanical: Procurement of <ul style="list-style-type: none"> <li>• 4 x 2.5 MVA prime CGS (soundproof), 3MVA standby, 2MW prime power, 80% efficiency (0.8 p.f), 415V.</li> <li>• 2 x 5MVA Transformers, 415/22kV</li> </ul> <p>The installation of the main fuel tank to gravity feed each individual CGS service tanks:</p> <ul style="list-style-type: none"> <li>• 1 x 20,000 Litres</li> <li>• Fuel system to re-fuel main service tank</li> </ul> </li> <li>c. Electrical: All electrical works and protection including the procurement of 22kV switchgear to be installed in switch room. SCADA provision to ensure CGS can be controlled remotely from NCDL control room. (Heavy emphasize on CGS to be remotely controlled from within control room).</li> <li>d. The map and layout of the intended project site. Site has an existing substation consisting of 2 x 10MVA transformers, with 33kV HV transmission underground cabling.</li> <li>e. A visual and map of the proposed layout for the project.</li> </ol>
Tony Atilua (TA Solutions)	Will you accept an option? Instead of the 415V, we propose 11kV output for the CGS and tied to 11kV/22kV step up transformer. There is concern for the cabling requirements. 3MVA would produce 4000A and that would require many cables on the 415V on the LV side of the transformer. 11kV would require only three cables.
Siu Fanolua (EPC)	EPC cannot adjust the specifications for 415V output and are set on what is being proposed. For cabling on the primary side of the transformer, there are requirements provided in the transformers section to ensure contractors have enough space and busbar for cabling.
Tony Atilua (TA Solutions)	In regard to what complies with relevant AS/NZ standards. There are numerous AS/NZ standards that are associated with installations etc. If those particular standards could be specified and listed appropriately.
Siu Fanolua (EPC)	To be clarified via ADDENDUM.
Sarvesh. C; Mohammed R Ali (Filter Supplies Fiji)	Enquiring on site photos of switchgear room that shows space for one switchgear only. Just wanted clarification on whether an existing switchgear will be re-programmed and re-calibrated as the second switchgear for the project.

Ltd)	
Siu Fanolua (EPC)	Verified. The pre-existing switchgear will be used but relays will need to be changed appropriately to match new switchgear. This to be confirmed via ADDENDUM.
Tony Atilua (TA Solutions)	Can the schematics and specifications for existing switchgear (Fuluasou C2-4-22) be provided.
Siu Fanolua (EPC)	Document shown during pre-bid meeting is a summarized version for meeting purposes ONLY. However, detail specifications should be found in original tender document.
Tony Atilua (TA Solutions)	Is there a possibility for an alternative design consisting of 2 x 1.25MVA CGS instead of the proposed 1 x 2.5MVA CGS. This would require 6 x 1.25MVA CGS for Upolu and 2 x 1.25MVA CGS for Savaii. This is out of concern for transportation and mobility purposes. The estimated weight of a 20ft with 2.5MVA CGS would be around 27 tonnes. This would be difficult for the site lifters. Rather than spending money on transportation, larger portion should go to equipment procurement.
Siu Fanolua (EPC)	The specifications for CGS cannot be altered.
Jovesa Ah Kuoi (EPC)	Question is noted and will be clarified via ADDENDUM.
Tony Atilua (TA Solutions)	There is not enough information on the Transformer. What is needed in terms of protection? Is there anything needed for the termination on the 22kV (live end, Type C etc) or can bidder provide a proposal.
Siu Fanolua (EPC)	Noted and more clarification on this will be provided through ADDENDUM.
Sarvesh. C; Mohammed R Ali (Filter Supplies Fiji Ltd)	Are there any load restrictions or regulations in place for carrying heavy duty loads within Samoa? In Fiji, there are restrictions for a 40 ft, the maximum they can carry is 30 tonnes. So, there is concern on in regard to the CIF, there are legal concerns.
Jovesa Ah Kuoi (EPC)	Noted, certain that there are regulations put in place for load restrictions. Will clarify through ADDENDUM once confirmed.
Sarvesh. C; Mohammed R Ali (Filter Supplies Fiji Ltd)	In regard to the CIF, there are legal concerns. Procure and deliver to boat for transportation to Samoa, hand it over to EPC for custom clearance, EPC will hand it back to us for mobility to project site. Can EPC be the receiving party for custom clearance purposes?
Jovesa Ah Kuoi (EPC)	You may provide the paperwork and deliver, and EPC can sort out all the paperwork for custom clearance before handing it back over to you for to complete delivery. If you have any questions, email EPC after thoroughly going through tender again so EPC can identify who are asking questions for addendum purposes.

Sarvesh. C; Mohammed R Ali (Filter Supplies Fiji Ltd)	Can the modes of operations be specified for both Upolu and Savaii. Should CGS be set to operate at a fixed load where load is set or will the CGS be load sharing with other generators on the grid.
Siu Fanolua (EPC)	Will clarify whether it is specified within tender document. However, the intentions for the 3 x 2.5MVA CGS is to set to operate on a base load. Therefore, set load allocated to the CGS will sync up to the 415V side. The load sharing operation is highly considered for Savaii. More clarification via ADDENDUM.
Jovesa Ah Kuoi (EPC)	Noted. This will be discussed again and will be clarified via ADDENDUM.
Sarvesh. C; Mohammed R Ali (Filter Supplies Fiji Ltd)	At any point, would the closing date for the bidding be revisited?
Siu Fanolua (EPC)	Potentially, confirmation will come from EPC Legal Manager.
Jinming Leo Li (Samoa International Development Limited)	Location for bid submission.
Siu Fanolua (EPC)	Central Bank. The dates and location are specified within the tender document.
Jovesa Ah Kuoi (EPC)	Clarifies on the methods of submission for the bid documents. Hard copies and e-copy on flash drive.

### **Adjourned**

There being no further questions from bidders and no other matters to be discussed by project team, the pre-bid meeting was adjourned at 10:35AM. A site visit to EPC NCDC Fuluasou Substation followed right after.

**Part B: SAVAII POWER STATION SITE**

<b>Attendee</b>	<b>Minutes/Comments</b>
Siu Fanolua	<p>Siu Fanolua welcomed all attendees to the pre-bid meeting for N-2 project and started it off with a prayer. Part B of the N-2 project was introduced.</p> <p>The scope of the project was explained in detailed. Clarified that specifications are exact same as intended CGS for Fuluasou substation. The new CGS shall replace the pre-existing hire (mobilizing hire falls under EPC's responsibility).</p> <ul style="list-style-type: none"> <li>• Civil: Construction 2 x foundation pads for an existing Generator &amp; new CGS.</li> <li>• Electrical: All electrical works relevant to project (detailed in Tender), includes the rearranging and tidying up of pre-existing cables into cable trays/trunks or another relatively suitable alternative that ensures a safe and tidy cable arrangement. CGS to be remotely controlled from Controller room. All isolation to be done by EPC.</li> <li>• Mechanical: Fuel tank and fuel system supply is pre-existent and is still being utilised for the hire.</li> <li>• Mobilization area is shown on the aerial view map of Savaii power station.</li> </ul>
Sarvesh. C; Mohammed R Ali (Filter Supplies Fiji Ltd)	<p>Question: Is there enough space on site for this project? In reference to question from 07/09/2022, about whether the CGS will be operating under a base load or as a load sharing generator?</p>
Siu Fanolua	<p>Yes, there is enough space onsite for mobilization and the execution of this project. Also referencing to Sarvesh. C; Mohammed R Ali from Filter Supplies Fiji Ltd. The CGS intended for Savaii will be load sharing with other generators in the electric grid while Upolu will utilise base load settings for proposed CGS.</p>
Jinming Leo Li (Samoa International Development Limited)	<p>Is the hire PLC controlled and will be using this for proposed CGS when it replaces the hire, or does the new CGS need its own PLC control?</p>
Siu Fanolua	<p>Existing hired CGS is not PLC controlled and will be returned to Fiji. The new CGS will have to have SCADA integrated for remote control from Controller room. In reference to question by Sarvesh. C; Mohammed R Ali (Filter Supplies Fiji Ltd) about putting Savaii first. Yes. Bidder must prioritize Part B: Savaii.</p>
Jinming Leo Li (Samoa International Development Limited)	<p>Is the CGS connected before or after the transformer</p>
Siu Fanolua	<p>The CGS is connected to the primary side (415V) of the transformer. There are many generators connected to proposed existing transformer. EPC will be handling all isolation work before project commences.</p>
Siu Fanolua	<p>The single line diagram for Savaii shows two transformers already in place. There are 4 generators connected to 1 other transformer. The new CGS will replace the hire. Contractor will need to provide generator with a synchronous breaker and</p>

	cables that will connect it to primary side of the transformer.
Jinming Leo Li (Samoa International Development Limited)	Can you provide area specifications for the project site?
Siu Fanolua	Bidders can arrange to come and inspect the site while also getting their measurements using own equipment.
Sarvesh. C; Mohammed R Ali (Filter Supplies Fiji Ltd)	What is the capacity of the pre-existing hire?
Siu Fanolua	Hire is 1MW.
Tony Atilua (TA Solutions)	Are we happy with the number of cablings hooked onto one (1) transformer?
Siu Fanolua	Yes, we are happy with the existing cable arrangement to transformer.
Jinming Leo Li (Samoa International Development Limited)	Concerned about the number of joint ventures being one (1), is there a possibility the number can change respectively to the project?
Siu Fanolua	Noted, we will provide clarification via ADDENDUM.
Tony Atilua (TA Solutions)	Is there a gate behind the office near the road? Is there an access road, is it from the front and back?
Siu Fanolua	We can use, if it's too long for 40ft. There is an overhead HV in the front, so we would have to use the back way.
Tony Atilua (TA Solutions)	Are we able to come for a site visit next week?
Siu Fanolua	Yes, this is possible.

### Adjourned

There being no further questions from bidders and no other matters to be discussed by project team, the pre-bid meeting was adjourned at 10:22AM. The site visit for Savaii Power Station happened thereafter.