RESERVE BANK OF FIJI

REQUEST FOR TENDER

RBF Fire System Upgrades

Requirement Specification Document

A. PROJECT OVERVIEW

1. The Reserve Bank of Fiji (RBF) requires an upgrade of the existing fire detection and alarm system at its Pratt Street building to:
    a. Ensure compliance with Australian, New Zealand Standards (AS/NZS) and the Fiji National Building Code (FNBC).
    b. Improve building safety and emergency response.
    c. Integrate with other critical building services, including lifts, HVAC, and sprinkler systems.

2. This Design & Build project covers the replacement and upgrade of the Fire Indicator Panel (FIP) to a modern system, the installation of new alarm devices, integration with other building services, and the inclusion of an emergency voice prompt system with EWIS-style functionality.

B. OBJECTIVE

3. Replace the existing Fire Indicator Panel (FIP) with a modern expandable system.
4. Ensure full integration with:
    a. Sprinkler pump monitoring.
    b. Lift fire recall operation.
    c. HVAC shutdown and smoke control.
    d. Emergency voice prompt alerts for occupants.
5. Enhance building safety, occupant awareness, and emergency preparedness.

C. SCOPE OF WORKS/INTEGRATION REQUIREMENTS

6. In-Scope Activities:
    a. Removal and replacement of existing FIP with new expandable fire panel.
    b. Installation of new initiating and notification devices, including:
        i. Manual Call Points (MCPs).
        ii. Sounders and strobes.
        iii. Flow switches.
        iv. Supervised sprinkler isolating valve.
    c. Rectification of spur wiring to comply with AS/NZS standards.
    d. Installation and Configuration of emergency voice prompt alerts (EWIS-style functionality).
    e. Integration with sprinkler pumps, HVAC system, DBA and lift system.
    f. Provision of network connectivity and remote monitoring capability.
    g. Testing and commissioning in coordination with the National Fire Authority (NFA).

7. Future Readiness / Expandability:
    a. Provision for additional smoke detectors on all floors.
    b. Capability to add modules, loops, or solenoids for automatic sprinkler valve testing in the future.
    c. Full integration capability with Building Management System (BMS).

8. Out of Scope:
    a. Full building-wide smoke detector installation (future phase).

b. Installation of smoke dampers (future phase).
c. Fire-controlled exhaust fans and stairwell ventilation (future phase).
d. Non-fire-related building services upgrades.

D. EXISTING FIRE SYSTEM & INTEGRATION DEVICES

9. The site is an **18-storey building**, comprising:
    a. **4 Podium Levels**: Podium 1, Podium 2, Podium 3, and Podium 4.
    b. **14 Tower Levels**: Tower Levels 1 through 14.

10. The current fire system includes:

Device Type	Quantity	Location / Notes
Manual Call Points (MCP)	**26**	Installed across all floors and stairwells. 1. 3 – Conventional Pertronic Switches 2. 23 – Switch type of MCP
Flow Switches	**18**	Monitoring sprinkler lines at main risers
Isolation Valves	**18**	Existing OS&Y valves controlling sprinkler lines
Fire Indicator Panel (FIP)	**1**	Ampac Legacy - Obsolete, requires replacement
Sprinkler Pumps	**1**	Existing pump stations for fire system
Fire alarm siren	**32**	Spread across floors for notification.
HVAC Shutdown Interface	**1**	Fire integration interface required
Lift Recall Interface	**1**	Fire recall integration required
Mimic fire panel	**1**	Located at Podium 2 and can be viewed from the driveway.

11. The Contractor must ensure seamless integration with existing devices, upgrading interface where necessary for compatibility with the new system.
12. The Fire panel is located at Podium 1 level where one addressable loop circuit runs through the entire building.
13. Together with the loop, there are three circuits that are wired in spurs with addressable smoke detectors
    a. 10 addressable smoke detectors on one spur circuit.
    b. 2 addressable smoke detectors on another spur circuit and
    c. 2 addressable detectors on the third spur circuit.
14. The sprinkler flow switches, supervised sprinkler isolating valves and Manual call points are integrated into the addressable loop using addressable single input/output devices.
15. Tower 7 and Tower 9 has F1pertronic panels each connecting smoke detectors in these two floors and are integrated into the addressable loop using addressable single input/output devices.
16. Tower 3 server room VESDA is also integrated into the addressable loop using addressable single input/output devices.

17. The integration with the HVAC system is functional through a relay contact to the BMS system.
18. The integration with the Lift System is functional through a relay contact to the three-lift control system.

E. TECHNICAL SPECIFICATIONS/STANDARDS.

19. AS 1670.1: Fire Detection, Warning, Control and Intercom Systems – System Design, Installation and Commissioning
20. AS 1851: Maintenance of Fire Protection Systems and Equipment
21. Fiji National Building Code (FNBC).
22. Integration with BMS, HVAC, lifts, and sprinkler systems must meet manufacturer recommendations and RBF operational requirements

F. TIMELINE/KEY MILESTONES.

Start Date: 02 September 2025

Milestone	Task Description	Start Date	End Date	Duration
Tender Advertisement	Issue tender, site inspections, queries	02 Sep 2025	23 Sep 2025	3 weeks
Tender Close & Evaluation	Tender close, evaluation, award	24 Sep 2025	07 Oct 2025	2 weeks
Design & Build	Contractor prepares detailed design	07 Oct 2025	15 Oct 2025	2 weeks
Procurement	Ordering & delivery	15 Oct 2025	18 Nov 2025	5 weeks
Installation	Fire panel replacement, devices, wiring, integration	19 Nov 2025	3 Dec 2025	3 weeks
Commissioning & Testing	Functional testing with NFA & RBF	03 Dec 2025	05 Dec 2025	3 days
Handover	Transfer of documentation, training, and operational responsibility	06 Dec 2025	06 Dec 2025	1 day

23. All milestones are requirements to be achieved by the contractor.

G. HANDOVER & DOCUMENTATION

24. As-Built Documentation: Updated schematics, device layout, and integration diagrams.
25. Operation & Maintenance Manuals: Including fire panel, detectors, sounders, emergency voice system, HVAC and lift interfaces.
26. Test & Commissioning Certificates: Compliance with AS 1670.1, AS 1851, and NFA.
27. Warranty & Guarantee Documents: Covering all equipment and installation works.
28. Spare Parts & Consumables List: Critical items for initial operations.
29. Training Records: Verification of staff trained on system operation and emergency procedures.
30. Handover Process:

a. Pre-handover inspection with contractor, PPU Technical Officer, and NFA representative.
b. Checklist verification for all deliverables, manuals and certificates.
c. Formal sign-off by RBF.

H. POST-HANDOVER SUPPORT

31. Contractor responsible for rectifying defects during 12-month defects liability period.
32. At warranty conclusion, it is recommended that the current SLA contractor continues maintenance for continuity.
33. Support contacts documented for technical assistance.
34. Guidance provided for future expansion of fire system or additional smoke detectors.

I. PRELIMINARY AND GENERAL

35. Tenderer to inform himself fully:
    a. Each Tenderer must inspect and examine the site, its surroundings, and shall satisfy himself before submitting his tender and nature of the works and materials necessary for the completion of the Works, and the means of access to the site, the availability, conditions and rates of pay of labour and in general shall himself obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect his Tender.
    b. Each Tenderer must make all allowances he deems necessary to ensure the Works are completed within the mentioned timelines provided.
    c. If a Tenderer has any doubt as to the meaning of any portion of the Works, he shall, when submitting his tender include a statement of the interpretation upon which he relies and upon which his tender has been prepared and submitted.
    d. The Tenderers are to strictly comply with the tender documents.
    e. Tenderers also have the chance to propose an alternative solution to the design specifications that is economical for RBF.
36. Temporary services & conveniences:
    a. The Contractor shall be able to use water and electrical services in the existing premises during the construction of the works. Sanitary services will be provided by RBF.
    b. RBF will provide all power and water necessary for the construction and amenities for all Contractors, free of charge. These services are located close to the area of work and the Contractor shall keep all services in a clean and tidy state.
    c. The Contractor shall bring their cleaning equipment, this includes vacuum, dustpan and brooms.

37. Protection in general
    a. Care shall be taken to protect all existing services, plant, furniture, doors, paintwork and other features from any damage. The Contractor shall be liable for any damage to the building structure or components.

J. SITE INSPECTION ARRANGEMENT:

38. Site inspection: **Between 2nd – 14th September 2025.**
39. Interested bidders are encouraged to attend the site visit and thoroughly assess the existing system.
40. Interested parties must confirm attendance or request technical information by contacting:

Name:	Setareki Koto	Mervyn Wesley
Contact:	3223380	9988027
Email:	setareki@rbf.gov.fj	mervyn@rbf.gov.fj

K. PROPOSAL SUBMISSION DEADLINE

41. The proposal will be open for 3 weeks from the date of notification.
42. All submissions must be received no later than **23rd September 2025 at 4pm** local time.
43. Incomplete and late submissions will not be considered.
44. Any extension to the submission period will be communicated formally before the closing date.

L. TENDER SUBMISSION REQUIREMENTS

45. Interested vendors must submit their proposals by **23rd September 2025 at 4pm** local time and e-mailed to the Board Secretary, Ms Subrina Hanif on subrina@rbf.gov.fj.

Proposal format:

- Cover Letter.
- Company Profile and Relevant Experience.
- Vendors are required to submit a Single Line Diagram (SLD**)** of the proposed fire detection and alarm system. The SLD must indicate:
    - The type and number of devices (detectors, MCPs, sounders, etc.) allocated per floor.
    - Panel connectivity and loop configuration.
    - Points of integration with building services (lifts, HVAC, sprinkler system, isolation valves, etc.).
    - A full detailed system design, including wiring diagrams and layouts, will be required only from the successful contractor during the project delivery stage.
- Vendors must provide a device schedule with the following details for each proposed component:
    - Device type (e.g. smoke detector, heat detector, MCP, sounder, flow switch, isolation module, etc.).
    - Manufacturer and model number.
    - Technical specifications and compliance references.
    - Quantities proposed per floor (linked to the SLD).
    - Compatibility with the nominated Fire Indicator Panel (FIP).

- Project methodology and risk management plan.
- Timeline confirmation demonstrating compliance with milestone schedule.
- Warranty terms, defects liability period, and post-handover support plan.
- References from similar Design & Build fire system projects.
- Cost Proposal and Payment Schedule.
- Including administrative requirements.
- Completed Trade Summary.

46. All proposals must be submitted in **PDF format**. Late or incomplete proposals will not be considered.
47. This information is required to allow RBF to research, compare, and evaluate the suitability and compliance of the proposed devices during tender evaluation.

M. ADMINISTRATIVE REQUIREMENTS

48. The Vendor should provide the following valid documents in their proposal submissions:
    - Valid Tax compliance certificate.
    - Valid FNPF compliance certificate.
    - Public liability cover.
    - Insurance cover.

N. PAYMENT TERMS

49. All prices should be FJD and VIP.
50. The RFP Bid must remain valid for 60 days.
51. Provisional Tax of 5% will be deducted for any contract over $1000 per annum.
52. For overseas companies who does not have any office/business locally, 15% withholding tax will be deducted from the contract amount.

O. TENDER PROCESS

53. The steps below provide a brief outline of the Reserve Bank of Fiji's RFP process.
    - Interested vendors can liaise with the Reserve Bank of Fiji to clarify any issues before submitting their tenders.
    - Vendors must submit tenders within the time specified.
    - Analysis of the submitted tender will be done by the Reserve Bank of Fiji.
    - Clarification of tender items, if necessary.
    - Awarding of tender
    - Meeting with selected vendor regarding project delivery and preparation of the contract terms and conditions
    - Contract Signing.

P. SELECTION PROCESS

54. Tender may not necessarily be awarded to the lowest bidder. The Bank, when analyzing the proposal, will keep in mind the delivery and support services provided by the chosen company.

Q. TRADE SUMMARY

Below is the Trade Summary which all vendors are required to fill.

Name of the Company: _____

Period of the Entire Project: _____

Workmanship Warranty: _____

Product Warranty:_____

No.	Description	Project Cost (VIP)
1.	**Removal, integration and installation of the new fire panel and Mimic panel**	
2.	**Installation and integrating MCP, Strobe and Sounders, Flow switch, VESDA panels, F1 Panels and Isolation Valves**	
3.	**Configuring Networking and remote monitoring of the fire panel.**	
4.	**Installation and Configuration of emergency voice prompt alerts (EWIS-style functionality).**	
	VAT at 12.5%	
	Total Tender Price (VAT Inclusive) FJD	