Terms of Reference

Lagilagi Stage 3, Phase 1 Project – Construction

1. Introduction

The Public Rental Board (PRB), a Commercial Statutory Authority, provides affordable rental housing to low- and middle-income households. To address increasing demand, PRB is developing **24 units at Lagilagi Stage 3, Phase 1, Jittu Estate**, utilizing a *"Smart Build"* concept. This approach emphasizes cost-efficient construction while adhering to the National Building Code and ensuring high-quality, durable housing for tenants with combined household incomes of **$80–$317 per week**.

2. Project Overview

- **Project Site**

Figure 1 project Site Location

For Enquiries, please contact Mr. Rupeni Rabici
Public Rental Board, 132 Grantham Road, Raiwaqa, Suva. PH: 9921860;
Email: rupenir@prb.com.fj .

- **Location Description**: BAL Lot 1 DP 5341, Lagilagi Housing Road off Gaji Road..
- **Scope**: Construction of four-storey buildings (24 units).
- **Design**: Compliant with "**Fiji National Building Standards**", optimized for affordability and quality.
- **Contract Type**: **Fixed Lump Sum**. Total price is fixed unless variations are approved in writing by PRB.
- **Insurance**: Contractors must provide coverage equivalent to the total project cost.
- **Feasibility Study**: Contractors must conduct and submit findings with their tender.

3. Tender Submission Requirements

A. Company Credentials

1. Contractor profile (including past project experience).
2. Valid Company Registration Certificate.
3. Certificate of Exemption (if applicable).
4. FRCA Tax Compliance Certificate.
5. FNPF Compliance Certificate.
6. Occupational Health and Safety (OHS) Certification.
7. Declaration statement on conflict of interest.

B. Financial & Resource Capacity

7. Audited financial statements for the past 3 years.
8. Inventory of equipment, tools, vehicles, and machinery.
9. Human resource biodata (key personnel).

C. Project Proposal

10. Detailed project timeline (start date, milestones, completion).
11. **Fixed Lump Sum Priced Trade Summary** (total contract price must align with the cover letter and remain fixed for 90 days).
12. Payment drawdown schedule (linked to fixed milestones).

D. Legal & Insurance

13. Proof of insurance:
    - Public Liability.
    - Workers' Compensation.
    - Contractors' All Risk.
14. Tender Deposit: $3,000 (receipt from PRB's cashier attached).
15. Performance Bond: 10% of contract value (cash/bank guarantee within 2 weeks of contract signing).

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E. Contract Terms

16. Confirmation of ability to mobilize within 2 weeks of contract award.
17. Defects Liability Period: 12 months post-completion.
18. Retention: 10% withheld on payments; released after defects period.
19. Tender price validity: 90 days from submission deadline.
20. **Fixed Lump Sum Basis**: The total contract price is fixed. Variations will only be considered under PRB-approved written instructions.
21. Contract template: AS4000 (adapted for fixed lump sum terms).

F. Trade Summary

STAGE NO:	SCOPE OF WORKS	TOTAL COST BREAKDOWN (VIP)
1	Preliminaries & General	$
2	Excavation	$
3	Concrete Work	$
4	Block work	$
5	Roofing	$
6	Woodworking/Joinery	$
7	Metal works	$
8	Plumbing	$
9	Drainage	$
10	Floor, Wall & Ceiling Finishing	$
11	Glazing	$
12	Painting & Decorating	$
13	Civil & External Works	$
14	Landscaping PC Sum	$30,000.00

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15	Electrical works	$190,000.00
16	Fire Protection & NFA fees PC Sum	$80, 000.00
17	Contingency Sum 10% of contract sum	
Total Construction Cost (VIP)		**$**

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TENDER 8/ 26

Lagilagi Stage 3, Phase 1 Project

Public Rental Board (PRB), a Commercial Statutory Authority established to provide affordable rental flats to low-income earners invites **TENDERS** from reputable Building Contractors or Construction Companies for the construction and completion of 24 rental units at Lagilagi Stage 3, phase 1 at Jittu estate.
Terms of Reference outlining overall works are available on the PRB tender portal www.prb.com.fj.

Tenders are to be marked "**Tender 8/ 26 - Lagilagi Stage 3, Phase 1 Project 2026"** and addressed

to:

The Acting General Manager
Public Rental Board
PO Box 5275
Raiwaqa.

and all submissions are to be uploaded onto the online tender portal no later than **3.00pm on Friday 30th October 2026.**
Lowest or any other offer will not necessarily be considered. PRB reserves the right to reject any tender. Late submissions will not be considered.

Contact person is **Rupeni Rabici** on mobile (679) 9921860 or email at rupenir@prb.com.fj,

Appendices

1. Technical Specifications.
2. Detail Drawings (Architectural, Structural).
3. Tittle Copy.