



REQUEST FOR QUOTATION: MINOR WORKS

Supply and Installation of Security Chain-Link Fence, Reinforced Concrete Retaining Wall, Gates and Site Access Works

Issued on: 04/08/2026

RFQ No.: ACC/RFQ26/27-01.

Procuring Entity: Accident Compensation Corporation

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PART 1: Instructions to Bidders

1. Scope:

- a. The Principal is the Government of Samoa, represented by Accident Compensation Corporation
- b. The Engineer or Project Manager is the Principal's Supervising Technical Entity representative stated on the Request for Quotation.
- c. This Request for Quotation applies to the provision of Works of a minor or simple nature.

2. Bidder Eligibility:

- a. The Bidder must be a bona fide contractor known by the Principal to be suitably qualified, experienced and financially resourced.
 - i. provide an authenticated copy of its currently valid Business Licence.
 - ii. provide an authenticated copy of its current VAGST Certificate from the Ministry of Customs and Revenue, Samoa.
 - iii. provide a notarized power of attorney authorizing the signatory of the Quotation to represent the Bidder, sign the Quotation and accept a Letter of Award.
- b. The Principal reserves all rights to reject any or all quotations submitted and request for other quotations.

3. Bidder Qualification - the bidder or contractor shall provide:

- a. A list of works of a similar nature & value satisfactorily completed within the last two years – these shall have an annual average value of SAT\$ **25 000 or more.**
- b. Details of all works currently contracted or in progress
- c. A bank statement for the immediately past three months.
- d. References & contact details of past and present clients who can attest to good character & reliability.

4. Responding to the Request for Quotation:

- a. The bidder shall take care to comprehend applicable drawings, specifications & activity schedule work items to be provided by the Principal.
- b. The bidder shall enter Work Item unit prices, extended prices and total price on the Request for Quotation form.
- c. In submitting its quotation, the bidder must conform to the provisions for quotation validity, completion period, defects liability period, performance security, and retention. All proposed variations from stated conditions shall be justified in a covering letter.
- d. The bidder is responsible for providing a complete and correct quotation. An incomplete quotation may be grounds to rejected the quotation.

5. Quotation Price:

- a. All prices shall be quoted in Samoan Tala (SAT\$).
- b. Prices shall be fixed for the duration of the specified completion period.
- c. Unless the works is exempted from VAGST pursuant to the VAGST Act 1992/1993, the total quoted price shall be inclusive of VAGST and any relevant tax.

6. Site Inspection:

- a. The Bidder shall arrange site inspection with the Engineer to enable quotation preparation.

7. Bid Security/Bid Securing Declaration:

- a. A Bid Securing Declaration Form must be signed and submitted.
- b. The Bid shall be valid for the period identified in the Request for Quotation.
- c. A Bidder who, without good cause, withdraws during the period of quotation validity, does not accept corrections of errors, fails to accept the Letter of Award if offered or fails to produce the Performance Security (if required) will be excluded from participating in Request for Quotation processes for one year.

8. Quotation Submission:

- a. Bidders shall submit only one quotation.
- b. Bidders shall not have the option to submit their bids on line through the Government of Samoa e-Tendering Portal:
- c. Quotations shall be submitted to the address stated in the RfQ Form no later than the specified time & date and in pursuant to section C.5.1 (a) or (b) of the Procurement Operating Manual (POM) 2020.
- d. Late quotation will not be considered and shall be returned to the Bidder unopened.

9. Quotation Opening:

- a. The opening of quotations will be undertaken by officers of the Principal & representatives of the concerned Ministry or Corporation;
- b. The opening of the quotation shall be opened to interested members of the public to attend;
- c. The results of the quotation evaluation shall be available on request, denoting only the successful Bidder.

10. Quotation Evaluation & Contract Award:

- a. Quotations shall be evaluated to establish substantial responsiveness to eligibility & qualification requirements, specified technical schedules and instructions to Bidders.
- b. The bidder found to be substantially responsive after the evaluation shall be awarded the contract. That bidder then becomes the Contractor.
- c. After arithmetical checking and correction, the quotation of the Bidder(s) found to be substantially responsive shall be evaluated for lowest price, which shall be the basis of award
- d. Award notification shall be effected by the Principal issuing a Letter of Award (see Part 2) to the most substantially responsive bidder.
- e. Once the Letter of Award is signed by both parties the:
 - i. Request for Quotation at Part 3; and

- ii. the General and Special Conditions at Part 4; and
- iii. Drawings, bill of quantities' & requirements provided at Part 5.

Shall become the contract that governs the execution of the Works. The Principal shall be termed that 'Employer' and the most substantially responsive bidder shall be termed the 'Contractor'.

- f. Notwithstanding the above, the Principal reserves the right to accept or reject any quotations, or to cancel the quotation process at any time prior to award.
- g. The unsuccessful Bidder may, within 10 days of the announcement of the award, request reasons why it/they were not successful, but cannot request reasons why other Bidders were not successful.

11. Performance Security:

- a. The Principal shall issue a Letter of Award which shall serve as notification of award of contract.
- b. The Bidder shall provide a Performance Security within 7 days after the issuance of the Letter of Award, in the amount specified in the Request for Quotation.

12. Insurance:

- a. The successful Bidder shall bear all risks during the works and within the agreed completion period.
- b. Accordingly, the successful Bidder shall arrange appropriate insurance cover.

13. Retention:

- a. The Principal shall retain a percentage, stipulated in the Special Conditions of Contract (SCC), of the total quoted price until the completion of the Defects Liability Period.

14. Inspection & Completion:

- a. The successful Bidder shall ensure that all Works are completed within the agreed Completion Period, without exceeding the agreed Price and in accordance with applicable drawings & quality requirements.

15. Payment:

The Principal shall make payment to the Bidder within 30 days of receipt of a monthly Payment Certificate approved by the Project Manager.

16. Corrupt & Fraudulent Practices:

The Principal requires that Bidder observe the highest standards of ethics during the procurement and execution of Government of Samoa contracts, to the extent that corrupt, fraudulent, collusive and coercive practices and conflict of interest occurring in quotation, delivery & completion processes may result in disqualification, termination of purchase order and penal sanctions.

Eligibility/ Qualifications Compliance

No.	Complies? tick	No.	Complies? tick
2a(i)		3a	
2a(ii)		3b	
2a(iii)		3c	
		3d	

Annex I to Part 1**Procedure for Electronic Submission of Bids**

1. The Bid shall be electronically submitted via the Government of Samoa's e-Tendering Portal only. The Bidder shall use this, and only this, link to submit its electronic Bid.
2. The Portal shall automatically expire on the submission deadline, specified in the relevant Instruction to Bidder. No extension shall be provided after the expiry date of the tender.
3. At the submission deadline, and not before, TenderLink will forward to the Portal's Administrator access to the tender box electronic keys to open the bids.
4. To ensure the integrity and compliance with Part 1 (Instructions to Bidders), the Opening of the Tender Boxes can only be actioned by the Ministry of Finance's designated Administrator. For security purposes, all openings are dated and time stamped, ensuring compliance of their opening with Clauses 8 of the Instruction to Bidders.

PART 2: LETTER OF AWARD

[insert Procuring Entity's letterhead]

[insert date]

[insert the address of the Contractor]

LETTER OF AWARD: Supply and Installation of a Chain-Link Fence, Reinforced Concrete Retaining Wall, Gates and Site Access Works at Salelologa Savaii
RfQ: ACC/RFQ26/27-01

1. The Government of Samoa (the 'Employer') issued the above request for quotation on 4th August 2026 for the above works. The deadline for the request for quotation closed on 19th August 2026. Your company (the 'Contractor'), as **[insert description of the contractor]** submitted a quotation on **[insert date]**. The evaluation of the said took place on **[insert date]**.
2. We wish to inform that your quotation has been successful. We, as the Employer, for and on behalf of Government is desirous for you, the Contractor, to perform the Works and in accordance with the:
 - (a) the Request for Quotation, RfQ Ref No. ACC/RFQ26/27-01 (the 'RfQ') inclusive of Instructions to Contractors;
 - (b) General Conditions of Contract attached to the RfQ;
 - (c) Special Conditions of Contract attached to the RfQ;
 - (d) Drawings, bill of quantities & specifications provided by the Employer and attached to the RfQ.
3. The Employer, acting by and through the Chief Executive Officer of the Accident Compensation Corporation now signs this letter to confirm that it accepts RfQ by the Contractor. Please sign the space indicated as confirmation of your acceptance to carry out the work in accordance with documents canvassed in paragraph 2 of this letter.

SIGNED AND EXECUTED by the _____)
HONOURABLE [insert Minister's / Muliagatele Makerita Matafeo])

In the presence of: _____)

(Witness)

(Name & Designation)

AFFIXED HERETO is the **COMMON** _____)
SEAL of **[insert name of Contractor]** _____)
(Director)

In the presence of:

(Director/Secretary)

PART 3: REQUEST FOR QUOTATION – MINOR WORKS



GOVERNMENT OF SAMOA

Employer Name **Accident Compensation Corporation**

Employer Address **ACC House, Level 5**

Contact Details 23100 or info@acc.gov.ws

REQUEST FOR QUOTATION: Minor Works

RFQ NAME.	Supply and Installation of a Chain-Link Fence, Reinforced Concrete Retaining Wall, Gates and Site Access Works at Salelologa, Savaii		RFQ No.	ACC/RFQ26/27-01
TO	CONTRACTOR NAME	(enter Bidder name)		
	CONTACT PERSON	(enter name of coordinator/ liaison person)	TEL No:	enter telephone no.
	OFFICE ADDRESS	(enter street/ road name and township name)		

Quotation Closing Date & Time	19/08/26	12.00pm
Electronic Submission	No	
Quotation Validity Period	90 days	RFQ APPROVAL TY11B APPROVAL
Required Completion Period	Day/month/year	(initial)
Required Completion Date	Day/month/year	(initial/ date)
Defects Liability Period	12 months	(enter approving office name)
Performance Security	10%	(enter approving officer title)
Performance Security type	Bank Guarantee	Date []

Supervising Entity is:	Accident Compensation Corporation
Name of Engineer :	(enter name of supervising engineer/ contact tel. no.)

No.	Work Item Description	Quantity	Unit	Unit Price	Extended Price	Days from the commencement Day
ATTACH SHEET FOR ADDITIONAL ITEMS				TOTAL		

PLEASE SUBMIT THE FOLLOWING TECHNICAL SCHEDULES MARKED X
(put "X" for required attachments)

WORK SCHEDULE/ BAR CHART	X	CASH FLOW	X	WORK PROGRAMME/ METHODOLOGY	X
PAYMENT SCHEDULE	X	EQUIPMENT SCHEDULE	X	KEY PERSONNEL	X
ORGANIZATION CHART	X	SUBCONTRACTOR S		SUPPLIER LIST	
				MATERIAL SOURCES	

I certify that we, the Contractor complies with eligibility requirements of the Instructions to Bidders clauses 2a to 2d (overleaf); and that I am an authorized officer of the Contractor, authorized to sign on its behalf. If our offer is accepted, we undertake: (a) to carry out minor works in accordance with the General Conditions of Contract ('GCC'), the Special Conditions of Contract ('SCC') and terms of our offer above; and the drawings, bill of quantities & specifications provided by the Employer; (b) to provide the Performance Security in the prescribed form, amount & time; and (c) to abide by this quotation for the Validity Period stated above.

(sign & stamp)
Contractor's Authorized Officer

[Procuring Entity's Letterhead]**Bid-Securing Declaration**

The bidder shall fill in this Form in accordance with the instructions indicated.

Date: **date (as day, month and year)**

RFQ No.: **(number of bidding process)**

To: **(complete name of procuring entity)**

We, the undersigned, declare that:

We understand that, according to your conditions, bids must be supported by a Bid-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding in any contract with the procuring entity for the period of time of **(number of months or years)** starting on **[date]**, if we are in breach of our obligation(s) under the bid conditions, because we:

- (a) have materially modified or withdrawn our bid during the period of bid validity specified in the Request for Quotation Form; or
- (b) do not accept a correction of errors;
- (c) having been notified of the acceptance of our bid by the procuring entity during the period of bid validity, (i) fail or refuse to execute the Contract; or (ii) fail or refuse to furnish the Performance Security, if required, in accordance with the ITB.

We understand if the Bid Securing Declaration becomes forfeit, we will be disqualified from participating in any Government procurement for one year regardless of the source of funding. We understand this Bid Securing Declaration shall expire if we are not the successful bidder, upon the earlier of (i) our receipt of your notification to us advising the execution of the contract with the successful bidder; or (ii) twenty-eight (28) days after the expiration of our bid.

Signed: **[signature of person whose name and capacity are shown in the capacity of legal capacity of person signing the Bid Securing Declaration]**

Name: **[complete name of person signing the Bid Securing Declaration]**

Duly authorized to sign the bid for and on behalf of: **[complete name of bidder]**

Dated on **[]** day of **[]**, **[]** date of signing
Corporate Seal (where appropriate)

Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid

PART 4:
GENERAL CONDITIONS OF CONTRACT:
MINOR WORKS

- 1 APPLICATION CONTEXT: These Conditions apply only for use within the Independent State of Samoa for contracts awarded through Minor Request for Quotation processes for Minor Works in accordance with Instructions 3.7 of Part K of the Treasury Instruction 2013.
- 2 NAMES OF PARTIES: relative to the categories name in #1 above, the Principal will also be named the Employer.
- 3 CONTRACT DOCUMENTS: Subject to the order of precedence set forth clause 4 of these GCC, all documents forming the Contract (and all of its parts) are intended to be correlative, complementary, and mutually explanatory. The Contract Agreement shall be read as a whole.
- 4 ENTIRE AGREEMENT: The Contract constitutes the entire Agreement between the Principal and the Contractor and includes the following documents which replaces all communications, negotiations and agreements (whether written or oral):
 - a. the Request for Quotation, RfQ Ref No. ACC/RFQ26/27-01 (the 'RfQ') inclusive of Instructions to Contractors;
 - b. these General Conditions of Contract;
 - c. Special Conditions of Contract;
 - d. Drawings, bill of quantities & specifications provided by the Employer.
- 5 CONTRACT PERIOD: This Contract shall commence on the date specified in the SCC and shall be for a period as identified in the SCC (the 'Completion Period') and shall be completed by the Completion Date identified in the SCC.
- 6 CONTRACT PRICE: The Employer shall ONLY pay to the Contractor the Contract Price set out in the SCC. The Contractor shall provide the Employer or the Project Manager with a Claims for Payment which shall:
 - a. state the amount of the contract price received to date each head of costs;
 - b. the amount of the Claim for Payment including the Head of Cost under which it is claimed;
 - c. detail the Works performed and completed since the previous claim for Payments including the materials used;
 - d. report on the progress of the Works.

The Project Manager shall issue a Progress Payment Certificate once he/she is satisfied that the Claim for Payment is bona fide. The Employer must pay the amount in the Claims for Payment 14 days from when he/she is satisfied with the Claim for Payments.

The Principal shall retain up to percentage, set out in the SCC, of the total quoted price until the completion of the Defects Liability Period.

- 7 PROJECT MANAGER: The Project Manager shall be Engineer of the Employers delegate and is responsible for liaising with the Contractor and general administration and supervision of the Works. The Project Manager is set out in the SCC.
- 8 AMENDMENT: No amendment or other variation of the Contract shall be valid unless it is in writing, is dated, expressly refers to this Contract and is signed by a duly authorized representative of each of the Parties to the Contract.
- 9 LANGUAGE: The applicable language of the Contract is English.
- 10 LAW: The applicable law of the Contract is the law of the Independent State of Samoa.
- 11 INTERPRETATION: If the context requires it, singular means plural and vice versa. The reference to one gender shall mean the other gender.
- 12 COMMUNICATIONS/NOTICES: Communications between parties to the Contract shall be effective only when communicated or delivered in written form with proof of receipt, to the address specified in the SCC.
- 13 COPYRIGHT: Both parties shall observe requirements of the Samoa Copyright Act 1998 and international conventions concerning material produced by third parties.
- 14 DOCUMENT OWNERSHIP: Unless otherwise provided in Contract schedules and as applicable to Contract category, all plans, specifications, designs, reports, other documents and software prepared by the Contractor shall become and remain the property of the Employer, without encumbrances of ownership by other parties. The Employer shall establish proof of ownership of existing materials provided to the Contractor for contract performance and the Contractor shall establish the right to use and reproduce any materials produced by third parties to be used in contract performance.
- 15 CONFIDENTIALITY: The Parties shall keep confidential and shall not divulge to any third party any documents, data or other information furnished directly or indirectly in regard to the Contract, without written consent of the other Party.
- 16 CONFLICT OF INTEREST: The Contractor shall not have a conflict of interest. The Contractor warrants that to the best of its knowledge and after making diligent inquiry, at the date of signing the contract, does not have a conflict with the interests of the Employer or is likely to arise in the performance of the Works. If during the performance of the Works a conflict of interest arises or appears likely to arise, the Contractor agrees to:

- (a) Immediately notify the Employer in writing;
 - (b) make full disclosure of all relevant information relating to the conflict; and
 - (c) take such steps as the Employer may reasonable require to resolve or otherwise deal with the conflict.
- 17 CURRENCY OF PAYMENT: The currency for payment shall be in Samoan Tala.
- 18 PRICE ADJUSTMENT: Price adjustment for changes in economic conditions shall not apply to any contract resulting from RFQ processes.
- 19 TAXES AND DUTIES: The Contractor is liable for all taxes and duties, in accordance with the particular application context and the laws of the Independent State of Samoa.
- 20 ACCOUNTING, INSPECTION & AUDIT: The Contractor shall permit and also require its subcontractors and consultants to permit, the Government and/or its authorized appointees to inspect the Contractor's office and all accounts and records relating to contract performance and/or tender submission and to have such accounts and records audited by the Government's appointed auditors. Moreover, acts by the Contractor to materially impede inspections and audits are a prohibited practice subject to termination and declaration of ineligibility.
- 21 LIMITATION OF LIABILITY: Except for its negligence or misconduct in performing the Contract and its related obligation to pay liquidated damages, the Contractor will not be liable to the Principal for any form of consequential loss or damage, loss of use, loss of production or loss of profits plus interest cost. The total liability of the Contractor under the Contract or civil law shall not exceed one hundred and fifty percent of the Contract Price, except that this shall not apply to costs of rectifying defective equipment, works or other deliverables.
- 22 SUSPENSION: The Employer may, with written notice of the nature of default, suspend all payments to the Contractor if the Contractor fails to perform particular requirements of the Contract and shall require the Contractor to remedy the default within thirty (30) days of Contractor receiving the suspension notice.
- 23 TERMINATION: Where a party defaults on any of its obligations under this Contract, the other party may give notice requiring that the failure be remedied within fourteen (14) days and if not remedied within that time, may terminate the Contract immediately.
- The Principal may terminate the contract if any of the events set out in the SCC occurs.
- 24 FORCE MAJEURE: If, because of the result of an event of Force Majeure causing delay and the Contractor is unable to perform its Contract obligations, it shall not be liable for its Performance Security forfeiture, liquidated damages or termination for default.
- The Contractor shall notify the Principal in writing of such condition, its cause and the nature of the delay or its inability to perform its Contract obligations as soon as practicable.
- 25 LIQUIDATED DAMAGES: Unless the Completion Date is extended in accordance with clause 7, the Contractor shall pay damages to the Principal at a rate per day stated in the SCC for each day that the Completion Date is later than the intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the SCC. Payments under this provision shall not affect the Contractors Liability. The Principal may deduct liquidated damages from payments due to the Contractor.
- 26 GOOD FAITH: The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the contract's objectives, operate fairly together without detriment to each other and exercise their best efforts to agree on actions which may be needed to remove causes of unfairness. Provided that failure of such action shall not be the subject of formal legal redress indicated in Clause 24 following
- 27 AMICABLE SETTLEMENT: Either Party with an unresolved issue concerning actions or inaction of the other Party may seek resolution through an independent third party empowered to enable resolution.
- 28 DISPUTE SETTLEMENT: Any dispute arising out of the Contract which cannot be settled amicably according to Clause 23 shall be settled in accordance with the provisions of the Arbitration Act 1976 of Samoa and best international practice.
- 29 INDEMNITY: The Contractor shall, subject to Clause 18, at all times indemnify, hold harmless and defend the Principal, its officers, employees and agents from and against any loss or liability reasonably incurred or suffered by any of those indemnified arising from any claim, suit, demand action or proceeding by any person against any of those indemnified where such loss or liability was caused by any willful, unlawful or negligent act or omission of the Contractor, its employees, agents or Subcontractors in connection with the Contract.
- 30 DEFECTS LIABILITY: At the Completion Date, the Employer or its representative shall check the Contractor's work and notify the Contractor of any Defects that are found. Such checking shall not affect the Contractors responsibilities. If the Principal finds any latent or patent defects in the works carried out, the Principal shall then notify the Contractor and the contract shall remedy the said defects prior to the expiration of the defect period. The Principal shall give the said notice to the Contractor before the expiration period which is set out in the RfQ.

31 COMPLIANCE WITH POLICIES AND PROCEDURES:

The Contractor must, when using the Principal's Premises or facilities, comply with all reasonable directions of the Principal and all procedures and policies of the Principals including those relating to occupational health (including no smoking), safety and security in effect those premises or in regard to those facilities, as notified by the Principal or as might reasonably be inferred from the use to which the Premises or facilities are being put.

32 INSURANCE: The Contractor will be responsible for taking out any appropriate insurance coverage during the duration of the Contract.

33 ASSIGNMENT: The Contractor shall not assign this Contract or sub-contract any portion of it without the Principal's prior written consent.

34 WAIVER: If a party does not exercise (or delays in exercising) any of its rights, that failure or delay does not operate as a waiver of those rights. A single or partial exercise by a party of any of its rights does not prevent the further exercise of any right. In this clause, "rights" means rights or remedies provided by this Contract or at law.

35 CLEANING UP: The Service Provider shall, to the satisfaction of the Purchaser's representative keep the Site and Services and/or Works tidy and clean during the execution of the Service and at its completion. The ownership of any leftover or surplus material at the Completion of the Works/Services shall remain vested in the Principal.

	It must be delivered to the following address: General Manager, ACC, ACC House, Level 5. 23100. gladys.fuimaono@acc.gov.ws tony.natanielu@acc.gov.ws (b) Contractor It must be delivered to the following address: [insert address]
Clause 22	(a) The Contractor stops the work for 14 days when no stoppage of the work is shown on the current Program. (b) The Contractor is made bankrupt or goes into liquidation other than for a reconstruction or amalgamation. (c) The Contractor does not maintain a Security, which is required; (d) The Contractor has delayed the completion of the works by the number of days for which the maximum amount of liquidated damages can be paid i.e. 0.5% of the contract price per day. The total amount must not exceed 15% of the Contract Price)
Clause 24	Rate per day: 0.5% Maximum amount: 15% of the Contract Price

**SPECIAL CONDITIONS OF CONTRACT:
MINOR WORKS**

GCC	Details
Clause 5	Commencement date: [insert date] Completion Period: [insert period] Completion Date: [insert date]
Clause 6	The Contract Price shall be an amount not exceeding insert amount (incl. all taxes)
Clause 6	% of the Retention:
Clause 7	Project Manager shall be: Gladys Fuimaono Manager Administration & HR Accident Compensation Corporation
Clause 11	For communications to the: (a) Principal

PART 5: DRAWINGS, BILL OF QUANTITIES AND REQUIRMENTS

1. Project Background

The Accident Compensation Corporation has secured a lease over approximately one (1) acre of land at Salelologa, Savai'i as part of its investment and development programme.

To secure the property and support its future development, ACC intends to engage a suitably qualified Contractor to undertake the Supply and Installation of a Chain-Link Fence, Reinforced Concrete Retaining Wall, Gates and Site Access Works.

The project aims to provide a secure and durable perimeter boundary, improve controlled access to the property, and protect the site from soil erosion along the rear boundary. The Works will also include the construction of appropriate site access to facilitate the safe entry and exit of vehicles.

The project site has already been cleared and levelled by ACC in preparation for Construction. Accordingly, major earthworks are not required under this Contract. Contractors shall verify the site conditions and dimensions before preparing their quotation and are encouraged to undertake their own site inspection.

2 Project Objectives

The completed Works shall:

- Provide a secure and durable boundary around the ACC leased property.
- Prevent unauthorised access to the property.
- Protect the rear boundary from soil erosion and surface runoff originating from the adjoining property.
- Provide safe and controlled vehicle and pedestrian access.
- Ensure effective site drainage to minimise water ponding and erosion.
- Deliver a durable, low-maintenance asset suitable for ACC's future development of the site.

3. Scope of Works

The successful contractor shall provide all labour, materials, equipment, supervision and transportation necessary to complete the following works:

A. Site Investigation

- Conduct a detailed site inspection.
- Verify all site dimensions before commencement.
- Confirm total fence length and retaining wall requirements.

B. Chain Link Fence with Reinforced Concrete Foundation

The Contractor shall supply and install a complete perimeter chain link fence around the approximately one (1) acre site, including a continuous reinforced concrete foundation along the entire fence line.

The works shall include, but not be limited to:

- Supply and installation of galvanized heavy-duty chain link mesh.
- Hot-dip galvanized steel fence posts, strainer posts, corner posts, top rails, braces, tension wires and all necessary fittings.
- Include three (3) strands of galvanized barbed wire fixed to the top of the fence to enhance site security.
- Fence height of 2.3 metres above the finished concrete foundation (to be confirmed by Contractor and approved by ACC).
- Reinforced concrete post footings.

- Continuous reinforced concrete foundation/plinth wall constructed along the full length of the fence to provide a secure and durable base.
- The concrete foundation shall extend continuously between all fence posts and shall be reinforced with steel reinforcement in accordance with accepted engineering practice.
- The top of the concrete foundation shall be finished smooth with neatly chamfered edges where appropriate.
- The concrete foundation shall be designed to:
 - Prevent unauthorized entry beneath the fence;
 - Minimize soil erosion beneath the fence line;
 - Reduce vegetation growth through the fence;
 - Improve the overall structural stability and durability of the fence.
- All exposed concrete shall have a neat, uniform finish suitable for external conditions.

The Contractor shall verify all site levels prior to construction and adjust the foundation height where necessary to maintain a uniform fence alignment while accommodating existing ground conditions.

Note: At the rear boundary, the fence shall be securely fixed to or integrated with the retaining wall, subject to the approved construction design. The fence must be securely mounted on top of the reinforced concrete retaining wall. Have a minimum fence height of 2.1 metres measured from the top of the retaining wall.

C. Reinforced Concrete Retaining Wall

The reinforced concrete retaining wall shall:

- Be constructed along the rear boundary of the property.
- Have an approximate exposed height of 1.6 metres above the finished ground level (to be confirmed by contractor and approved by ACC).
- Be designed to safely retain the adjoining soil and prevent erosion onto the ACC leased property.
- Incorporate adequate reinforced concrete footings, structural reinforcement, drainage media, weep holes, and other measures necessary to ensure long-term structural stability.
- chain link fence must be securely mounted on top of the reinforced concrete retaining wall.

D. Entrance and Exit Gates

Supply and install:

- One (1) heavy-duty galvanized steel sliding entrance gate.
- One (1) lockable pedestrian access gate adjacent to the main entrance.
- One (1) heavy-duty exit gate.

All gates shall be complete with posts, hinges, rollers, guide rails, locking devices and all accessories required for safe and reliable operation.

E. Site Access Works

Construct safe and durable vehicle access at the entrance and exit, including:

- Minor trimming and grading where required.
- Supply and placement of compacted crushed aggregate (basecourse).
- Surface shaping to provide smooth vehicle access.
- Any associated edge restraints or minor drainage works required.

F. Drainage Works

Provide all drainage works necessary to protect the retaining wall, fence and site access from stormwater runoff and erosion. The Contractor shall ensure that surface water is effectively managed and discharged without adversely affecting neighbouring properties.

G. Site Clean-up and Handover

Upon completion of the Works, the Contractor shall:

- Remove all construction debris, surplus materials and temporary works.
- Reinstate any disturbed areas.
- Clean the site and leave it in a safe and tidy condition.
- Submit all required handover documentation, including as-built drawings, warranties, operation and maintenance recommendations, and any required engineering certifications.

4. Contractor Responsibilities

The contractor shall:

- Supply all materials.
- Supply all labour.
- Supply all machinery and equipment.
- Obtain all necessary insurances.
- Comply with Occupational Health and Safety requirements.
- Protect neighbouring properties.
- Minimise disruption during construction.
- Repair any damage caused during construction.

5. Workmanship

All Works shall be carried out by competent personnel using good construction practices.

The completed Works shall:

- Be neat, structurally sound, and fit for purpose.
- Be completed to a high standard of workmanship.
- Be free from defects at the time of Practical Completion.
- Comply with the Employer's Requirements and the approved design.

6. Quality Assurance

The Contractor shall implement appropriate quality assurance and quality control procedures throughout the construction period to ensure compliance with the Contract requirements.

ACC reserves the right to inspect the Works at any stage and to require the replacement or rectification of any materials or workmanship that do not comply with this RFQ or the approved design.

7. Bill of Quantities

Item No.	Description	Unit	Quantity	Rate (SAT)	Amount (SAT)
A	SITE INVESTIGATION				
A1	Site inspection and familiarisation	LS	1		
A2	Verification of site dimensions and boundary alignment	LS	1		
A3	Measurement of fence alignment and retaining wall requirements	LS	1		
Subtotal A					
B	CHAIN-LINK FENCE WITH REINFORCED CONCRETE FOUNDATION				
B1	Supply and installation of galvanized chain-link fence complete with posts, rails, braces, tension wires, fittings and accessories	m	Contractor to Measure		

B2	Three (3) strands of galvanized barbed wire complete with extension arms	m	Contractor to Measure		
B3	Reinforced concrete post footings	No .	Contractor to Measure		
B4	Continuous reinforced concrete plinth/foundation	m	Contractor to Measure		
B5	Fence connections and fixings to retaining wall	LS	1		
Subtotal B					
C	REINFORCED CONCRETE RETAINING WALL				
C1	Site set-out and excavation	m	Contractor to Measure		
C2	Reinforced concrete strip footing	m	Contractor to Measure		
C3	Reinforced concrete retaining wall (approximately 1.6 m exposed height)	m	Contractor to Measure		
C4	Reinforcing steel	kg	Contractor to Measure		
C5	Formwork	m ²	Contractor to Measure		
C6	Drainage media and filter material behind retaining wall	m	Contractor to Measure		
C7	Weep holes and drainage outlets	No .	Contractor to Measure		
C8	Backfilling and compaction behind retaining wall	m ³	Contractor to Measure		
C9	Fence post fixing system on retaining wall	LS	1		
Subtotal C					
D	ENTRANCE AND EXIT GATES				
D1	Heavy-duty galvanized steel sliding entrance gate complete with hardware	No .	1		
D2	Lockable pedestrian gate complete with hardware	No .	1		
D3	Heavy-duty galvanized steel exit gate complete with hardware	No .	1		
D4	Gate posts, concrete footings, guide rails and locking devices	LS	1		
Subtotal D					
E	SITE ACCESS WORKS				
E1	Minor trimming and grading	LS	1		
E2	Supply and placement of compacted basecourse	m ²	Contractor to Measure		
E3	Surface shaping and compaction	m ²	Contractor to Measure		
E4	Minor edge restraints and associated drainage	LS	1		

Subtotal E					
F	DRAINAGE WORKS				
F1	Surface drainage associated with retaining wall	LS	1		
F2	Drainage associated with site access works	LS	1		
F3	Stormwater discharge and erosion protection measures	LS	1		
Subtotal F					
G	SITE CLEAN-UP AND HANDOVER				
G1	Removal of surplus materials and temporary works	LS	1		
G2	Reinstatement of disturbed areas	LS	1		
G3	Final site cleaning	LS	1		
G4	As-built drawings	LS	1		
G5	Engineering certification (where applicable)	LS	1		
G6	Warranties, operation and maintenance recommendations, and handover documentation	LS	1		
Subtotal G					
	SUBTOTAL				
	VAGST (if applicable)				
	TOTAL QUOTATION PRICE (SAT)				
	TOTAL AMOUNT IN WORDS:				

8. Payment Schedule

The propose Payments shall be made as follows:

- 30% upon contract signing and mobilisation.
- 30% upon completion of the retaining wall and 50% of fencing works.
- 20% upon practical completion.
- 10% upon final inspection, submission of completion documentation, and issuance of the Practical Completion Certificate.
- 10% upon completion of 12 months Defects Liability Period.

9. Enquiries

Contact Fauono Gladys Fuimaono or Tony Natanielu for Inquiries: Tel: + 685 23100; or Email: gladys.fuimaono@acc.gov.ws or tony.natanielu@acc.gov.ws.

An aerial photograph of a coastal area in Samoa. The image shows a mix of green forested land, cleared plots, and some buildings. A white arrow points to a specific rectangular plot of land, which is labeled 'ACC Land at Salelologa'. To the left of this plot, there is a label 'Savali Samoe Temple' with a blue circular icon. Further up and to the left, there is a label 'Salelologa New Market' with a yellow circular icon. The coastline is visible on the right side of the image, with turquoise water. Roads are visible as thin lines cutting through the landscape.





8. Drawings: Concept Design

CONCEPT DESIGN - CHAIN LINK FENCE WITH RETAINING WALL

APPROX. 1 ACRE SITE - SALELOLOGA, SAMAI

SITE INFORMATION

- Total Area : Approx. 1 Acre (4,047m²)
- Site Shape : Rectangular (indicative)
- Terrain : Generally level
- All dimensions to be confirmed on site by Contractor.

(REAR) BOUNDARY

REINFORCED CONCRETE RETAINING WALL
WITH CHAIN LINK FENCE ON TOP
(MIN. FENCE HEIGHT 2.1m ABOVE TOP OF WALL)



LEGEND

- SLIDING ENTRANCE GATE (MAIN ACCESS)
 - PEDESTRIAN ACCESS GATE (LOCKABLE)
 - EXIT GATE (WEST-NORTH END)
- CHAIN LINK FENCE WITH CONCRETE PLINTH FOUNDATION
- CHAIN LINK FENCE ON RETAINING WALL (REAR)

IMPORTANT NOTES:

- All dimensions to be confirmed on site by Contractor.
- Levels to be verified on site prior to construction.
- Fence heights measured as shown.
- Refer to typical details and sections for construction requirements.

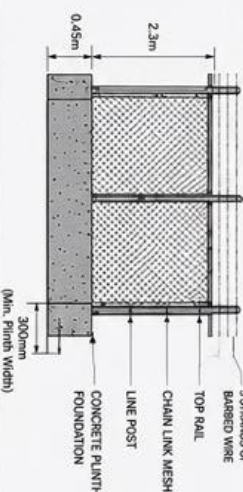
TYPICAL FENCE ON CONCRETE PLINTH (SIDE & FRONT)



FENCE ON RETAINING WALL (REAR)



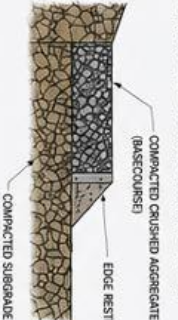
TYPICAL FENCE DETAIL



GATE ELEVATION (FRONT VIEW)



SITE ACCESS WORKS (TYPICAL SECTION)



RETAINING WALL TYPICAL SECTION (REAR)



ACCIDENT COMPENSATION CORPORATION
SALELOLOGA - 1 ACRE CHAIN LINK FENCE PROJECT
CONCEPT DESIGN

DRAWN BY:
ACC - ADMIN / PROJECT UNIT

DWG NO.:
ACC-SLG-CDF-03

DRAWING TITLE:
SITE PLAN, SECTIONS, DETAILS & PERSPECTIVE

SCALE:
AS SHOWN

DATE:
JULY 2026

NOTE: THIS CONCEPT DESIGN IS INDICATIVE ONLY AND SUBJECT TO DETAILED SURVEY AND ENGINEERING DESIGN.

DRAINAGE & EROSION CONTROL NOTES

- Provide effective drainage behind retaining wall.
- Provide weep holes and drainage media to relieve hydrostatic pressure.
- All surface water to be directed to drains/swales and discharged without affecting neighbouring properties.
- Contractor to ensure works are in accordance with Samoa Building Standards and ACC requirements.

GENERAL NOTES

- Contractor to verify all dimensions, levels and site conditions before construction.
- All materials to be hot-dip galvanized for durability.
- All concrete works to comply with NZS 3101 / SANS 10100 and relevant Samoa standards.
- Submit concept design with quotation for ACC approval.
- Any discrepancies shall be reported to ACC before proceeding.

KEY SPECIFICATIONS (GUIDE)

- Fence Height (Side/Front): 2.1m above finished concrete foundation (Min.)
- Fence Height (Rear): 2.1m above top of retaining wall (Min.)
- Retaining Wall Exposed Height: Approx. 1.6m (TBC)
- Concrete Plinth Width: Min. 300mm
- Concrete Grade: 25MPa (Min.)
- Reinforcement: As per structural design
- Barbed Wire: 3 strands galvanized

