



TENDER FOR TENDER 2-24/25

Tender for Tender (RFT)	Replacement of Brooking Street Box Culvert
Deadline:	4.00pm, Tuesday 7 January 2025
Address for Hand Delivery	Tender 2-24/25 CEO - Shire of Williams 9 Brooking Street WILLIAMS WA 6391
Address for Postal Delivery	Peter Stubbs Chief Executive Officer Shire of Williams PO Box 96 WILLIAMS WA 6391
Email	ceo@williams.wa.gov.au
RFT Number:	RFT T2-2024/25

TABLE OF CONTENTS

<u>1</u>	<u>PRINCIPAL'S TENDER</u>	<u>3</u>
1.1	CONTRACT REQUIREMENTS IN BRIEF	3
1.2	TENDER DOCUMENTS	3
1.3	DEFINITIONS	3
1.4	HOW TO PREPARE YOUR TENDER	3
1.5	CONTACT PERSONS	4
1.6	TENDER BRIEFING/SITE INSPECTION	4
1.7	EVALUATION PROCESS	4
1.8	SELECTION CRITERIA	4
1.9	PRICE BASIS	5
1.10	THE PRINCIPAL'S POLICIES THAT MAY AFFECT SELECTION	5
1.11	CONDITIONS OF TENDERING	5
<u>2</u>	<u>SPECIFICATION</u>	<u>9</u>
2.1	INTRODUCTION	9
2.2	SCOPE OF WORK	10
2.3	SPECIFIC REQUIREMENTS OF THE CONTRACT	11
2.4	CONTRACTORS RESPONSIBILITIES	12
2.5	PRINCIPAL RESPONSIBILITIES	13
2.6	HOLD POINTS	13
2.7	PRACTICAL COMPLETION	13
2.8	DEFECTS LIABILITY	13
<u>3</u>	<u>TENDERER'S OFFER</u>	<u>14</u>
3.1	OFFER FORM	14
3.2	TENDERER'S RESPONSE	15
3.3	SELECTION CRITERIA	16
3.4	PRICE INFORMATION	17
<u>4</u>	<u>APPENDIX A – GENERAL CONDITIONS OF CONTRACT</u>	<u>18</u>

1 PRINCIPAL'S TENDER

1.1 CONTRACT REQUIREMENTS IN BRIEF

The Shire of Williams invites tenders from suitably qualified and experienced civil contractors for the removal and replacement of a box culvert crossing in Brooking Street, Williams which enables vehicles to pass over the Williams River.

The successful tenderer will be required to enter into a fixed price contractual agreement with the Shire of Williams for the scope of works.

1.2 TENDER DOCUMENTS

This Tender is comprised of the following parts:

- (a) Part 1 – Principal's Tender (read and keep this part);
- (b) Part 2 – Specification and/or plans/drawings (read and keep this part);
- (c) Part 3 – Tenderer's Offer (**complete and return this part**);
- (d) Part 4 – General Conditions of Contract (read and keep this part).

1.3 DEFINITIONS

Below is a summary of some of the important defined terms used in this Tender:

Attachments:	The documents you attach as part of your Tender;
Contractor:	Means the person or persons, corporation or corporations whose Tender is accepted by the Principal, and includes the executors or administrators, successors and assigns of such person or persons, corporation or corporations;
Deadline:	The deadline for lodgement of your Tender;
General Conditions of Contract:	Means the General Conditions of Contract nominated in Part 1;
Offer:	Your offer to be selected to supply the Requirements;
Principal:	Shire of Williams
Tender:	This document;
Requirements:	The services Tendered by the Principal;
Selection Criteria:	The criteria used by the Principal in evaluating your Tender;
Special Conditions:	The additional contractual terms;
Specification:	The statement of Requirements that the Principal Tenders you to provide if selected;
Tender:	Completed Offer form, response to the Selection Criteria and Attachments;
Tenderer:	Someone who has or intends to submit an Offer to the Principal.

1.4 HOW TO PREPARE YOUR TENDER

- (a) Carefully read all parts of this document.

- (b) Ensure you understand the Requirements.
- (c) Complete and return the Offer (Part 3) in all respects and include all Attachments.
- (d) Make sure you have signed the Offer Form and responded to all of the Selection Criteria.
- (e) Lodge your Tender before the Deadline.

1.5 CONTACT PERSONS

Tenderers should not rely on any information provided by any person(s) other than those listed below:

Contractual Enquiries		Specification Enquiries	
Name:	Peter Stubbs	Name:	Tony Kett
Telephone:	08 9885 1005	Telephone:	08 9885 1005
Mobile:	0429 900 005	Mobile:	0419941829
Email:	ceo@williams.wa.gov.au	Email:	Tony.kett@williams.wa.gov.au

1.6 TENDER BRIEFING/SITE INSPECTION

A pre-tender inspection can be arranged by contacting Tony Kett.

A site inspection may provide Tenderers with the opportunity to clarify any uncertainties prior to the closing of the tender.

1.7 EVALUATION PROCESS

Your Tender will be evaluated using information provided in your Tender.

The following evaluation methodology will be used:

- (a) Tenders are checked for completeness and compliance. Tenders that do not contain all information (e.g. completed Offer Form and Attachments) may be excluded from evaluation.
- (b) Tenders are assessed against the Selection Criteria. Tendered prices and other relevant whole of life costs are considered.
- (c) The most suitable Tenderers may be short listed and may also be required to clarify their Tender, make a presentation, demonstrate the product/solution offered. Referees may also be contacted prior to the selection of the successful Tenderer.
- (d) The highest scoring submission may not be awarded the Tender entirely at the discretion of the Principal.

A contract may then be awarded to the Tenderer whose Tender is considered the most advantageous to the Principal.

1.8 SELECTION CRITERIA

The Contract may be awarded to a Tenderer who best demonstrates the ability to provide quality products and/or services at a competitive price. The tendered prices will be assessed together with qualitative and compliance criteria to determine the most advantageous outcome to the Principal.

The Principal has adopted a best value for money approach to this Tender.

the Tender containing the lowest price will not necessarily be accepted, nor will the Tender ranked the highest on the qualitative criteria entirely at the discretion of the Principal.

A scoring system will be used as part of the assessment of the qualitative criteria. Unless otherwise stated, a Tender that provides all the information will be assessed as satisfactory. The extent to which

a Tender demonstrates greater satisfaction of each of these criteria will result in a greater score. The aggregate score of each Tender will be used as one of the factors in the final assessment of the qualitative criteria and in the overall assessment of value for money.

1.8.1 COMPLIANCE CRITERIA

These criteria are detailed within Part 3 of this document and will not be point scored. Each Tender will be assessed on a Yes/No basis as to whether the criterion is satisfactorily met. An assessment of "No" against any criterion may eliminate the Tender from consideration.

1.8.2 QUALITATIVE CRITERIA

In determining the most advantageous Tender, the Evaluation Panel will score each Tenderer against the qualitative criteria as detailed within Part 3 of this document. Each criterion will be weighted to indicate the relative degree of importance that the Principal places on the technical aspects of the goods or services being purchased.

NOTE: It is essential that Tenderers address each qualitative criterion. Information that you provide addressing each qualitative criterion will be point scored by the Evaluation Panel.

Failure to provide the specified information may result in elimination from the tender evaluation process or a low score.

1.8.3 PRICE CONSIDERATIONS

WEIGHTED COST CRITERIA

The weighted price method is used where price is considered to be crucial to the outcome of the contract. The price is then assessed with quality.

Criteria	Weighting
Tendered price	50%

1.9 PRICE BASIS

All prices under this Tender are to be fixed for the term of the Contract. Tendered prices must include Goods and Services Tax (GST).

Unless otherwise indicated prices tendered must include all applicable levies, duties, taxes and charges. Any charge not stated in the Tender, as being additional will not be allowed as a charge for any transaction under any resultant Contract.

1.10 THE PRINCIPAL'S POLICIES THAT MAY AFFECT SELECTION

The following policies may affect this selection: Policy O 1.23 Shire of Williams Purchasing Policy

1.11 CONDITIONS OF TENDERING

1.11.1 LODGEMENT OF TENDERS AND DELIVERY METHOD

The Tender must be lodged by the Deadline. The Deadline for this Tender is **4,00pm Tuesday 7 January 2025** ~~October 2025~~

The Tender is to be:

- (a) Placed in a sealed envelope clearly endorsed with the tender number and title as shown on the front cover of this Tender; and

- (b) Delivered by hand and placed in the Tender Box at Shire Administration Building, 9 Brooking Street, WILLIAMS WA (by the Tenderer or the Tenderers private agent); or
- (c) Sent through the mail to the Chief Executive Officer, PO Box 96 WILLIAMS WA 6391 in a sealed envelope and marked 'CONFIDENTIAL', clearly endorsed with the tender number and title as shown on the front cover of this Tender.
- (d) Emailed to ceo@williams.wa.gov.au marked 'CONFIDENTIAL' with the Tender Number and Title in the subject box.

Any brochures or pamphlets must be attached to both the original and the copies.

All pages must be numbered consecutively, and the Tender must include an index.

1.11.2 REJECTION OF TENDERS

A Tender will be rejected without consideration in the event that:

- (a) it is not submitted before the Deadline; or
- (b) it is not submitted at the place specified; or
- (c) it may be rejected if it fails to comply with any other requirements of the Tender

1.11.3 LATE TENDERS

Tenders received:

- (a) after the Deadline; or
- (b) in a place other than that stipulated

will not be accepted for evaluation.

1.11.4 ACCEPTANCE OF TENDERS

The Principal is not bound to accept the lowest Tender and may reject any or all Tenders submitted. The successful tender will be advised in writing by the Principal. Unsuccessful tenders will be advised in writing.

1.11.5 DISCLOSURE OF CONTRACT INFORMATION

Documents and other information relevant to the contract may be disclosed when required by law under the *Freedom of Information Act 1992* or under a Court order.

All Tenderers will be given particulars of the successful Tenderer (s) or advising that no Tender was accepted.

1.11.6 ALTERNATIVE TENDERS

All Alternative Tenders MUST be accompanied by a conforming Tender.

Tenders submitted as Alternative Tenders or made subject to conditions other than the General and Special Conditions of Contract must in all cases arising be clearly marked "ALTERNATIVE TENDER".

The Principal may in its absolute discretion reject any Alternative Tender as invalid.

1.11.7 TENDER VALIDITY PERIOD

All Tenders will remain valid and open for acceptance for a minimum period of ninety (90) days from the Deadline or forty-five (45) days from the Council's resolution for determining the Tender, whichever is the later unless extended on mutual agreement between the Principal and the Tenderer in writing.

1.11.8 GENERAL CONDITIONS OF CONTRACT

Tenders will be deemed to have been made on the basis of and to incorporate the General Conditions of Contract for the Provision of Services (**refer to Appendix A**).

1.11.9 PRECEDENCE OF DOCUMENTS

In the event of there being any conflict or inconsistency between the terms and conditions in this Tender and those in the General Conditions of Contract, the terms and conditions appearing in this Tender will have precedence.

1.11.10 TENDERERS TO INFORM THEMSELVES

Tenderers will be deemed to have:

- (a) examined the Tender and any other information available in writing to Tenderers for the purpose of tendering;
- (b) examined all further information relevant to the risks, contingencies, and other circumstances having an effect on their Tender which is obtainable by the making of reasonable enquires;
- (c) satisfied themselves as to the correctness and sufficiency of their Tenders including tendered prices which will be deemed to cover the cost of complying with all the Conditions of Tendering and of all matters and things necessary for the due and proper performance and completion of the work described therein;
- (d) acknowledged that the Principal may enter into negotiations with a chosen Tenderer and that negotiations are to be carried out in good faith; and
- (e) satisfied themselves they have a full set of the Tender documents and all relevant attachments.

1.11.11 ALTERATIONS

The Tenderer must not alter or add to the Tender documents unless required by these Conditions of Tendering. The Principal will issue an addendum to all registered Tenderers where matters of significance make it necessary to amend or supplement the issued Tender documents before the Deadline.

1.11.12 RISK ASSESSMENT

The Principal may have access to and give consideration to:

- (a) any risk assessment undertaken by Dun and Bradstreet; or any other credit rating agency; and
- (b) any information produced by the Bank, financial institution, or accountant of a Tenderer;

so as to assess that Tender and may consider such materials as tools in the Tender assessment process.

1.11.13 OWNERSHIP OF TENDERS

All documents, materials, articles and information submitted by the Tenderer as part of or in support of a Tender will become upon submission the absolute property of the Principal and will not be returned to the Tenderer at the conclusion of the Tender process.

1.11.14 CANVASSING OF OFFICIALS

If a Tenderer, whether personally or by an agent, canvasses any of the Principal's Councillors or Officers with a view to influencing the acceptance of any Tender made by it or any other Tenderer, then regardless of such canvassing having any influence on the acceptance of such Tender, the Principal may at its absolute discretion omit the Tenderer from consideration.

1.11.15 IDENTITY OF THE TENDERER

The identity of the Tenderer and the Contractor is fundamental to the Principal. The Tenderer will be the person, persons, corporation or corporations named as the Tenderer in Part 3 and whose execution appears on the Offer Form in Part 3 of this Tender. Upon acceptance of the Tender, the Tenderer will become the Contractor.

1.11.16 TENDER OPENING

Tenders will be opened in the Principal's office, within 30 minutes following the advertised Deadline. Tenderers and members of the public may attend or be represented at the opening of Tenders.

The names of the persons who submitted a Tender by the due Deadline will be read out at the tender opening. No discussions will be entered into between Tenderers and the Principal's officers present or otherwise, concerning the Tenders submitted.

1.11.17 IN-HOUSE TENDERS

The Principal will not submit an in-house Tender.

1.11.18 BOND/ SECURITY OF WORKS

10% of tendered price as a cash bond or equivalent Bank Guarantee is a required condition of the Tender.

2 SPECIFICATION

2.1 INTRODUCTION

Brooking Street in the Williams townsite is located at Standard Longitudinal Kilometer (SLK) 0.87 which is approximately 870m east of the intersection of Albany Highway and Brooking Street.

Brooking Street is not on an approved Main Roads Western Australia Heavy Vehicle Services (HVS) Restricted Access Vehicle (RAV) network meaning that the largest heavy vehicle able to cross this culvert system is an as-of-right prime mover and semi-trailer ($\leq 19\text{m}$ in length).

The Williams River system flows from the north to the south through the Brooking Street culvert system.

The Brooking Street culvert system consists of a five (5) barrel system with three barrels being 1200mm (high) x 1200mm (wide) reinforced box culverts (RCB) and two 'links'. The links have internal dimensions of approximately 1200mm wide and 1290mm high. The system is a total of 7.2m in length (north to south) and 7m in width (east to west). The links are not pre-cast links but are in situ-poured concrete links that utilise corrugated iron and old grader blades and reinforcing rods for structural supports.

A concrete pathway exists on the left hand (north/ upstream) side of the culvert. The concrete pathway is 1.27m wide.

The total culvert (and path) width is 7.22m in length (north to south) and 6.6m in length (east to west). The top of the culvert is sealed to a total width of 5.95m with a 3.15m wide westbound lane and 2.80m east bound lane.

The culvert system sits above a concrete insitu poured concrete slab

The finished level of the road has been designed such that the water overtops the culvert to minimise, as much as possible, the flooding of properties upstream of the culvert. The finished level of the road must not be altered and must allow for a 30mm covering of asphalt by a separate contractor once the new culvert system is in place.

The successful tender will be required to enter into a fixed price contractual agreement with the Shire of Williams for the works.

Brooking Street Culvert crossing





The Shire of Williams will close the section of Brooking Street containing the culvert and detour traffic to enable full access to complete the works without the need for traffic control.

2.2 SCOPE OF WORK

- A. Provide detailed design for culvert design that meets all MRWA Specifications, Australian Standards and Austroad Guidelines. The reinforced concrete box culverts shall be not less than 1200mm x 1200mm (height x width).
- B. The Principal shall approve the detailed design and details as per the Scope of Works.
- C. Install the culvert as per the Principal approved design.
- D. Remove and replace existing culvert system with a five (5) barrel reinforced concrete box (RCB) culvert system (no links) including removing and replacing existing insitu cement slab and extending the slab to include aprons on the upstream and downstream aprons with formed wings. Insitu slab and wings to be constructed as per MRWA Drawing No. 201131-0065-2.
- E. Extend culvert to a minimum length of 10.8m (9 RCB's) to allow for 4m lane widths (8m road carriageway) and install 2.5m pathway to meet disability access requirements and allow 0.3m for delineation requirements between the road carriageway and pathway.
- F. Retain the culvert cover height on the downstream (southern) side to ensure that no further/worse flooding upstream is experienced than currently encountered from the existing culvert levels with a 1% one-way fall. and the Contractor shall allow for 30mm cover of asphalt over the finished level over the replacement culvert and this shall be completed by another contractor engaged by the Principal. The extent of the asphalt and sealing works shall be for the 8m sealed carriageway.
- G. The pathway shall be installed with a concrete pathway to a 2.5m width and to a depth 100mm with 25mPa (at 28 days). Pathway works shall be completed as per the Rural Infrastructure Services Pathway and Ramp Details drawing and be keyed in and join to the existing concrete pathway leading to the culvert.

- H. All backfill material shall consist of base course material, or other suitable material approved by the Principal, stabilised in the portion of 100kg of Type GP Cement to one (1) cubic metre of uncompacted backfill material. Only sufficient water shall be mixed with the stabilised material to facilitate compaction.
- I. Compaction requirements
 - a. Backfill compaction requirements for sub-base, for material installed from - 200mm finished base course level shall be not less than 96%.
 - b. Backfill compaction requirements for base course, for material installed from 0mm to 200mm from finished base course level shall be not less than 98%.
- J. Backfill to be installed in layers not greater than 300mm in depth so as to ensure that compaction requirements are obtained.
- K. Install minimum 3m apron and wings to suit with heavy rock protection on batters and in front of aprons on both upstream and downstream sides.
- L. Supply & Install rock armour on the upstream and downstream sides. Rock armour shall be rock sized between 150-300mm.
- M. Realign pathway on abutments to meet new widened (and realigned pathway) culvert system.
- N. Rock armour to be installed as per MRWA Specification 406 Rock Protection.
- O. Install signage and width marker/s as per Australian Standard, MRWA and Austroad requirements. Including installation of Williams River name plate (on signposts) on each side of the culvert as per MRWA requirements.

2.3 SPECIFIC REQUIREMENTS OF THE CONTRACT

- A. The contractor shall do everything necessary to ensure that plant and equipment are delivered to site in good working order so that the possibility of breakdowns are minimised. Should the Contractor knowingly supply plant or equipment which is sub-standard, unsuitable for the specified task or faulty the Shire may reject the plant or equipment as above.
- B. All Staff used by the Contractor for the completion of the works under this contract shall be competent and fully trained in all aspects of the operation of the plant and equipment. Should it be apparent that the operator(s) of the plant or equipment are not competent the Shire may call for a replacement operator or reject the operator as above.
- C. The Contractor, its employees and sub-contractors having all necessary current licences, qualifications and/or tickets appropriate to the work being provided;
- D. The Contractor must ensure that all their staff and sub-contractors have been trained in the safe use and operation of plant and equipment that they are required to operate in carrying out their work;
- E. Wearing appropriate and necessary Personal Protective equipment when carrying out any work duties;
- F. Ensuring that all plant and equipment used in carrying out those duties are regularly maintained. The Principal may seek to view a copy of the daily pre-start check/s;
- G. All necessary plant and equipment have all the necessary guards in place and meet all the requirements of all manufacturers specifications, Regulations, and any appropriate Australian Standards pertaining to the equipment used or the type of work being carried out;

- H. The Contractors Workers Compensation Policy and Public Liability Policy appropriately covers contractor's employees that are engaged in working on the contract; and
- I. Copies of all insurance certificates of currency and licences are required to be provided prior to the commencement of the contract.
- J. The Contractor is to provide a clear timeframe by which the scope of works to be completed by.
- K. Tolerances for works. Vertical level tolerances shall be +5mm to -15mm. Horizontal tolerance shall be +20mm to -20mm.

2.4 CONTRACTOR RESPONSIBILITIES

The Contractor shall be responsible for:

- A. All survey and design costs for the culvert replacement works.
- B. The supply and delivery of all drainage products to complete the works. Including, but not exclusive to:
 - All drainage products as per the design;
 - All transport costs for drainage products;
 - Concrete;
 - Formwork;
 - Signs and posts;
 - Rock;
 - Base course back fill (contact Tony Kett, Shire of Williams for assistance if required);
 - GP cement for backfill material; and
 - Any consumables required to complete the works.
- C. Removal of existing culvert and path system.
- D. Installation of path and delineation between trafficked path and dual use pathway.
- E. Sufficient number of suitably qualified and experienced personnel to undertake the works to a high standard and in an expeditious and professional manner.
- F. Sufficient number of suitably sized and appropriate type of plant (including small and hand plant) to undertake the works to a high standard and in an expeditious and professional manner.
- G. Supply of water to undertake the Works including any scheme water costs and/or water royalties costs.
- H. Location and protection of all service assets (Telstra, Power, Water, etc).
- I. Compaction testing of backfill.
- J. Survey and set out works to undertake the works to a high standard during the duration of the works.
- K. All mobilisation and demobilisation costs.
- L. All accommodation and meal expenses for duration of Works.
- M. All licence and levies required to be paid by the Contractor to undertake the Works.
- N. Security of the work site and all work-related areas which may include installation of security fencing or similar to a sufficient standard to secure the worksite from unauthorised entry.
- O. All site facilities including (if required) site office (including cleaning, site maintenance and all associated costs), lay down area, waste services, etc.

- P. Sealing of entire area of work area with a single coat primer seal (95/5) C170 with 10mm aggregate. Bitumen application rate (BAR) and aggregate spread rate shall be set by Contractor
- Q. As-constructed survey and report on discrepancies.

2.5 PRINCIPAL RESPONSIBILITIES

The Principal shall be responsible for:

- A. Refuse site costs associated with these contracted works (Contractor responsible for loading and delivering removed drainage and path materials to refuse site. Contact Principal regarding location of Refuse Site.
- B. Supervision/oversight of Works.
- C. Traffic management which will entail a road closure (for the work area) and detour around the work area. This includes the costs to provide and implementation of the associated traffic management plan.

2.6 HOLD POINTS FOR WORKS

- A. Design for culvert (including specifications if required) to the satisfaction of the Principal prior to commencing works.
- B. Inspection of drainage products to ensure appropriate curing times have been achieved and structural integrity of drainage products.
- C. After removal of existing infrastructure and excavation works the invert levels for the drainage infrastructure (insitu slab) shall be demonstrated to the satisfaction of the Principal.
- D. Installation of drainage infrastructure (RCB) to the satisfaction of the Principal, prior to covering of the RCB's.
- E. Evidence of compaction requirements being met shall be provided to the satisfaction to the Principal.
- F. Finished levels and slurried condition of completed base course (for carriageway and pathway) shall be provided to the satisfaction of the Principal prior to sealing and concreting works.
- G. Sealing and concreting works shall be installed to the Principal's satisfaction.

2.7 PRACTICAL COMPLETION

At the completion of the tendered works the Contractor and Principal shall undertake an inspection of the works as Practical Completion. The Shire shall provide a Practical Completion certificate to the Contractor. The Practical Completion certificate shall be signed and dated by both the Contractor and Principal.

2.8 DEFECTS LIABILITY PERIOD

- A. The Defects Liability Period shall be 12 months from the date of Practical Completion.
- B. All defects at the point of Practical Completion shall be identified in writing and agreed between both parties. These defects shall be rectified within six (6) months of Practical Completion (unless approved by both parties in writing) entirely at the Contractor's expense.

3 TENDERER'S OFFER

3.1 OFFER FORM

The Chief Executive Officer
Shire of Williams
PO Box 96
WILLIAMS WA 6391

I/We _____
(BLOCK LETTERS)

of _____
(ADDRESS)

ABN/GST Status _____ ACN (if any) _____

Telephone No: _____ Facsimile No: _____

E-mail (if any): _____

In response to RFT T2-2024/25

I/We agree that I am/We are bound by and will comply with this Tender and its associated schedules, attachments, all in accordance with the Conditions of Tendering contained in this Tender signed and completed.

The tendered price is valid up to ninety (90) calendar days from the date of the tender closing or forty-five (45) days from the Council's resolution for determining the Tender, whichever is the later unless extended on mutual agreement between the Principal and the Tenderer in writing.

I/We agree that there will be no cost payable by the Principal towards the preparation or submission of this Tender irrespective of its outcome.

The tendered consideration is as provided under the schedule of rates of prices in the prescribed format and submitted with this Tender.

Dated this _____ day of _____ 20__

Signature of authorised signatory of Tenderer: _____

Name of authorised signatory (BLOCK LETTERS): _____

Position: _____

Address: _____

Witness Signature: _____

Name of witness: (BLOCK LETTERS): _____

Address: _____

3.2 TENDERER'S RESPONSE

The following checklist has been provided to assist you with your submission. Where it is necessary to provide additional information, please ensure that all documents are clearly marked with the relevant attachment title to assist the evaluation panel with their assessment.

(NOTE: All pages within Part 3 are to be completed and returned to the Principal as they form part of your Tender submission).

3.2.1 REFEREES

Attach details of your referees, and label it " Referees ". You must give examples of work provided for your referees.	"Referees"	Tick if attached <input type="checkbox"/>
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3.2.2 AGENTS

Are you acting as an agent for another party?	Yes / No	
If Yes, attach details (including name and address) of your principal and label it " Agents ".	"Agents"	Tick if attached <input type="checkbox"/>

3.2.3 TRUSTS

Are you acting as a trustee of a trust?	Yes / No	
If Yes, in an attachment labelled " Trusts ": (a) give the name of the trust and include a copy of the trust deed (and any related documents); and (b) if there is no trust deed, provide the names and addresses of beneficiaries.	"Trusts"	Tick if attached <input type="checkbox"/>

3.2.4 SUBCONTRACTORS

Do you intend to subcontract any of the Requirements?	Yes / No	
If Yes, in an attachment labelled " Subcontractors " provide details of the subcontractor(s) including: (a) the name, address and the number of people employed; and (b) the Requirements that will be subcontracted.	"Subcontractors"	Tick if attached <input type="checkbox"/>

3.2.5 CONFLICTS OF INTEREST

Will any actual or potential conflict of interest in the performance of your obligations under the Contract exist if you are awarded the Contract, or are any such conflicts of interest likely to arise during the Contract?	Yes / No	
If Yes, please supply in an attachment details of any actual or potential conflict of interest and the way in which any conflict will be dealt with and label it " Conflicts of Interest ".	"Conflicts of Interest"	Tick if attached <input type="checkbox"/>

3.2.6 FINANCIAL POSITION

Are you presently able to pay all your debts in full as and when they fall due?	Yes / No
Are you currently engaged in litigation as a result of which you may be liable for \$50,000 or more?	Yes / No
If you are awarded the Contract, will you be able to fulfil the Requirements from your own resources or from resources readily available to you and remain able to pay all of your debts in full as and when they fall due?	Yes / No

3.2.7 INSURANCE COVERAGE

The insurance requirements for this Tender are stipulated in the General Conditions of Contract AS4000-1997. Tenderers are to supply evidence of their insurance coverage in a format as outlined below or in an attachment labelled "Insurance Coverage" . A copy of the Certificate of Currency must be provided to the Principal within 5 days of tender acceptance.				"Insurance Coverage"	Tick if attached <input type="checkbox"/>
Type	Insurer – Broker	Policy Number	Value (\$)	Expiry Date	
Public Liability					
Workers Compensation					

3.2.8 TIME FRAME FOR WORKS

The Tenderer must nominate the proposed site works commencement date and site works completion/handover of site back to the Principal	
Type	Date
Proposed detailed design commencement date	
Proposed date for design submission to Principal	
Proposed site works commencement date	
Practical Completion (start of Defects Liability Period)	

3.3 SELECTION CRITERIA

The following criteria will be taken into consideration in determining the successful Tenderer:

- Value for Money (Price) 50%,
- Relevant Experience 30%,
- Demonstrated Understanding, Equipment and Safety 20%

3.3.1 QUALITATIVE CRITERIA

Tenderers must note the following:

- All information relevant to your answers to each criterion are to be contained within your Tender;

- Tenderers must assume that the Evaluation Panel has no previous knowledge of your organisation, its activities or experience;
- Tenderers are to provide full details for any claims, statements or examples used to address the qualitative criteria; and
- Tenderers are to address each issue outlined within a qualitative criterion.

A) Relevant Experience Describe your experience in completing similar scopes of works. Tenderers must, as a minimum, address the following information in an attachment and label it “Relevant Experience” : (a) Provide details of similar work; (b) Demonstrate competency and proven track record of achieving outcomes.	Weighting <30%>	
	“Relevant Experience”	Tick if attached <input type="checkbox"/>

B) Demonstrated Understanding, Equipment and Safety (a) A demonstrated understanding of the scope of work. Equipment to be used and safety plan Supply details and provide an outline of your proposed methodology in an attachment labelled “Demonstrated Understanding” .	Weighting <20%>	
	“Demonstrated Understanding”	Tick if attached <input type="checkbox"/>

3.4 PRICE INFORMATION

Tenderers **must** complete and return the following “Price Schedule”. Before completing the Price Schedule, Tenderers should ensure they have read this entire Tender.

Returnable price schedule

Line No	Service Description	Tender Unit	Price Tendered (ex GST)	GST Component	Price Tendered (inc GST)
1	Mobilisation and de-mob	Lump Sum			
2	Removal of existing culvert, disposal at Principal nominated site within 5km of work site	Lump Sum			
3	Earthworks and foundation	Lump Sum			
4	Supply & installation of culverts, abutments, pathway and railing as per scope of works	Lump Sum			
5	Supply & installation of rock protection	Lump Sum			
6	Construction and installation pathway and railing	Lump Sum			
7	List any other matters:				

4 APPENDIX A – GENERAL CONDITIONS OF CONTRACT

The General Conditions of Contract AS4000-1997 are part of and apply to this Tender.