

## REQUEST FOR QUOTE – Supply of Automatic Cantilever Sliding Gates

RFQ# Q-2122-CS-64

### Supplier Details:

Business Name	ABN
Trading Name	
Contact Person	Phone
Email Address	

**Annexure 1 - Scope of work – See Attached**

**Annexure 2 – Coldshield – Footings and Cantilever Gate Design**

**A. RHS – Right Handside Gate – Theodore and Taroom Transfer Stations**

**B. LHS – Left Handside Gate – Thangool Transfer Station**

**Annexure 3 – Banana Shire – Standard Terms and Conditions**

**Annexure 4 – Site plans showing approximate gate locations.**

### Quotation Deadline

11am Thursday, 2nd June 2022

### Submission Information:

- ✓ Submit as per Schedules in Appendix 1 – See Below

### Mandatory requirements:

- ✓ Compliance with Banana Shire Council Procurement Policy and Procedures.

### Evaluation criteria

Criteria	Weightage
Price/Value for money	75%
Relevant Expertise	15%
Local Business or Industry – See Appendix 1 – Schedule 6	10%

**To ensure your quote is processed accurately and in a timely manner please adhere to the following:**

- Provide completed BOQ (Bill of Quantity) if required.
- Complete attached Quotation Schedule
- All associated costs have been included (Travel, accommodation, signage etc.)
- Quotation format to be submitted in PDF format.
- Quotations shall be valid for (3) three calendar months after day of the closing of quotations.
- ONLY SUBMIT BY EMAIL to [quotations@banana.qld.gov.au](mailto:quotations@banana.qld.gov.au). Quotations received by paper or emailed to a different email will not be accepted.
- Provide all required documentation e.g., Insurance, forms, schedules etc.

**Acceptance of Quote:**

- BSC is not obliged to accept the lowest, or any quote, and may accept the quote most advantageous to it.
- BSC reserves the right to award the RFQ as a whole, in parts, to one or more suppliers, or not at all.
- No quote shall be taken as accepted and no contract will be formed, until the supplier
  - (a) executes and returns the Formal Instrument of Agreement to the RFQ, or alternatively
  - (b) receives a council issued purchase order to the price of the supply.
- Any variances are required to be submitted and approved prior to continuing. ONLY an amended council issued purchase order reflecting the required variances is accepted for any additional costs.

**Submissions and enquiries by email to [quotations@banana.qld.gov.au](mailto:quotations@banana.qld.gov.au) or to speak to a representative, please call 07 4992 9500.**

*Please use RFQ # as reference during all correspondence.*

**NOTE: Please use RFQ Q-2122-CS-64**

## APPENDIX 1 – RETURN SCHEDULES – TO BE SUBMITTED WITH YOUR QUOTE

*RFQ # Q-2122-CS-64 – Gate Footings – Thangool – Theodore - Taroom*

### Return Schedule

#### **Schedule 1 – Acknowledgment of Standard Terms and Conditions**

I have read and acknowledge compliance with Banana Shire Council Standard Terms and Conditions as attached in Annexure 3.

Acknowledged YES / NO

#### **Schedule 2 - Conflict of Interest**

Please advise if you have a potential, perceived or actual conflict of interest. This includes payments, gifts or business arrangements with a partner, spouse, immediate relative or friend of a Councillor or Council employee.

YES       NO

If yes, please indicate person(s) you have an association with:

#### **Schedule 3 – Conformance**

This proposal complies with the Scope of Works provided

YES       NO

Details are provided of any proposed variation to the Scope of Works.

Details provided

YES       NO

#### Schedule 4 - WH&S Plan

Company WHS Policy to be submitted.

Policy provided

YES       NO

#### Schedule 5 - Delivery Method & Warranty

Details of delivery method provided -

Completion date 7 July 2022

YES       NO

#### Schedule 6 – Local Content

Are you claiming that your quote is submitted by a Competitive Local Business

YES       NO

If yes, please attach details to substantiate in accordance with Council's Procurement Policy.

#### Schedule 7 – Delivery and unloading

Special requirements for delivery and/or unloading

YES       NO

#### Schedule 8 – Licenses QBSA

QBSA details of license attached

YES       NO

**Schedule 9 – Price**

Part 1. – Thangool Transfer Station – Reinforced Concrete footings for gate.

Price inclusive of GST	
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Part 2. – Theodore Transfer Station – Reinforced Concrete footings for gate.

Price inclusive of GST	
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Part 3. – Taroom Transfer Station – Reinforced Concrete footings for gate.

Price inclusive of GST	
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Rate for rock

Price inclusive of GST	/m <sup>3</sup>
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**TOTAL PRICE INCLUDING GST**

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SIGN OVER PAGE

I hereby certify that I am a company director or other person authorised in writing by the company for the purpose of lodging quotation documents

By signing this form, you acknowledge that you have provided the correct information and have read, understood the terms of this request for quotation.

Name: \_\_\_\_\_  
(Full Name)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_