

## REQUEST FOR QUOTE – *Tree Removal – Baralaba Rugby League*

**RFQ # Q-2122-CS-77**

### Supplier Details:

Business Name	ABN
Trading Name	
Contact Person	Phone
Email Address	

### Scope of work:

Banana Shire Council is responsible for the management of the sporting field at Baralaba Rugby Oval.

We require action on 4 trees located around the Rugby Oval located at Mimosa St Baralaba.

Summary of Work Scope:

Mobilisation of plant and equipment to site.

Tree 1 – Full removal, stump grinding and poisoning; Location on Wooroonah Rd; - See Appendix 1

Tree 2 - Trimming hazardous dead limbs; Location on Football and Showground Fence line - See Appendix 2

Tree 3 – Trimming overhanging limbs; Location on Football and Showground Fence line - See Appendix 3

Tree 4 – Full removal, trunk left at 2m height; Location on Football and Showground Fence line - See Appendix 4

Green Waste chipped and taken to Waste Transfer Station.

*Criteria: Your request for Quote must include evidence of the following:*

- 1. Current Certificate of Currency showing \$20 million in Public Liability & Workcover Certificate of Currency.*
- 2. Demonstrated experience in commercial tree lopping.*
- 3. Your Company's' WHS Policy and relevant procedures relating to this type of work.*
- 4. Details of your proposed start date for this project.*

### Quotation Deadline

11am, Thursday, 7 July 2022

**IMPORTANT:** Before submitting your quote, please refer to the Standard Terms and Conditions available on the Banana Shire website.

### Submission Information:

- ☐ Submit via email to [quotations@banana.qld.gov.au](mailto:quotations@banana.qld.gov.au)

### Mandatory requirements:

- ☐ As listed in the Scope Criteria & Evaluation Criteria

### Evaluation criteria

Criteria	Weightage
Timeframe – Availability to complete the works within 60 days of the 1 <sup>st</sup> July 2022.	15%
Quote Offered – Does the quote ensure quality and value for money for shire ratepayers & detail all the required work scope.	50%
WHS – Are the companies WHS policy and Procedures submitted including Insurances Certificate of Currency	20%
Previous Experience – Has a minimum of 2 previous commercial projects been listed as part of this quote and 2 references	15%

### Quotation Submission

- ☐ Details required per Annexure 1

Price inclusive of GST	

### Comments:

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**Conflict of  
Interest**

Please advise if you have an association or connection to current members of staff.

☐ YES      ☐ NO

If yes, please indicate persons you have an association with:

By signing this form, you acknowledge that you have provided the correct information and have read, understood, and agree to the Banana Shire Council Standard Terms and Conditions.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

#### **Annexure 1:**

**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.*

## Appendix A - Wooroonah Road Tree



### Scope of Works:

This is a large tree which is 1m\*1m at the base of the trunk

The tree then goes down in diameter to 400mm halfway up and then about 200mm near the top and on some of the branches

Tree is about 20m tall

Full removal of the tree is required, and trunk can be cut down to about 100mm below the surface and poisoned so no regrowth.

All vegetation to be removed from site to Baralaba Transfer Station.







## Appendix 2 – Tree 2 Location on Football and Showground Fenceline in Red Circle



### Work Scope:

This is an older tree with some dead limbs located on the Showgrounds side of the boundary fence.

Cut off the dead branch and any other limbs hanging over the fence.

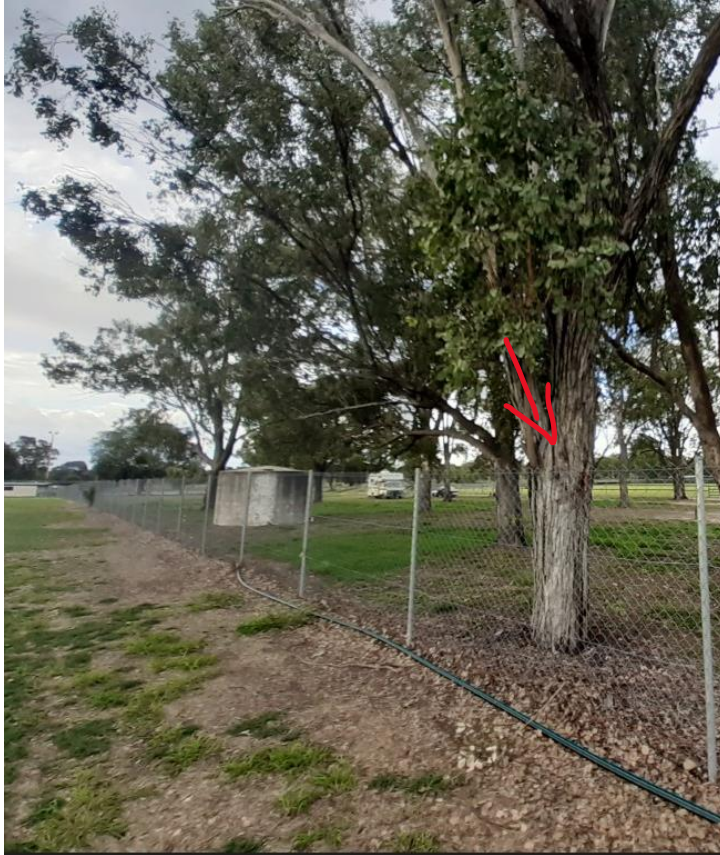
The old dead branch is about 300mm in diameter, other branches to be removed are about 200mm in diameter.

The remainder of the tree not impacting the fence or the oval on the other side of the fence stays.

Access to this tree will be from the Showground side of the fence (council controlled) off Wooroonah Road.

All vegetation to be removed from site to Baralaba Transfer Station.







### Appendix 3 - Tree 3 Location on Football and Showground Fenceline



#### Work Scope:

Location is on the Showgrounds side of the boundary fence. It is located about 10m from the fence on the Showground side.

Access to this tree will be from the Showground side of the fence (council controlled) off Wooroonah Road.

All branches hanging over the fence are to be cut back. Maximum diameter of the branches are 200mm.

The remainder of the tree will stay.

All vegetation to be removed from site to Baralaba Transfer Station.







#### Appendix 4 – Tree 4 Location on Football and Showground Fenceline



#### Work Scope:

Access to this tree will be from the Showground side of the fence (council controlled) off Wooroonah Road

Tree is about 5m from the fence on the Showground side. The tree is near dead.

Whole tree to be removed except leave trunk in place up to a height of 2m as shown on the photo below, red line.

Tree is about 20m tall with multiple limbs and branches. Being a near dead tree it is both a hazard to Show attendees, camping and the Football Oval.

All vegetation to be removed from site to Baralaba Transfer Station.



