

## REQUEST FOR QUOTE: Citect SCADA Annual Support 2022-23

**RFQ: Q-2223-CS-40**

### Supplier Details:

Business Name	ABN
Trading Name	
Contact Person	Phone
Email Address	

### Scope of work:

Support Reinstatement is required for the following: -

Banana Shire Council Citect SCADA Annual Support

Site 45052

#### Keys

47952536

47952537

47971031

48049961

48082624

48082625

Support start date: 01 Sep 2022

Support expire Date: 31 Aug 2023

### Quotation Deadline

11am, Thursday, 18, August 2022

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

**Mandatory requirements:**

☐ None

**Evaluation criteria**

Criteria	Weightage
Price/Value for money	100%

**Quotation Submission**

☐ Submit quote as per scope of work

**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** \_\_\_\_\_

**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.*