

REQUEST FOR QUOTE – Moura Pool Complex Electrical Works**RFQ # Q-2223-CS-82****Supplier Details:**

Business Name	ABN
Trading Name	
Contact Person	Phone
Email Address	

Scope of work:

Banana Shire Council is seeking the services of a qualified and licenced electrician to undertake numerous works at our Moura Pool Facility.

Timeframe:

Works can be completed between November 2022 & 30 May 2023. Depending on the work task, some can be done now while the pool is open, and others will be subject to WHS requirements and Pool Operator needs and will need to be done once the pool closes in April 2023.

This work scope is to be read in conjunction with Appendix A – Electrical Audit Report Sept 2022 & Appendix B – Site Electrical Plan & Appendix C – Site Buildings Layout Plan

Works Include:**A)**

- Main Switch Board (MSB) – Plant Room on west side of Pool Site
 - Separate MSB - Relocate meters to a new outside MSB on the side of the Plant Building and install a new Distribution Board in Plant Room (in MSB current location) ensure all boards meet current standards and are new. Ensure external meters can be secured and ergonom key/lock is sourced and installed.
 - Upgrade non-RCD circuit breakers to RCD protected as detailed on page 6 of Appendix A
 - Replace earth stake connection with new – Page 7 of Appendix A

Notes: Ensure 7-10 spare RCD spots are provided for in the new DB to allow for future growth.

B)

- Canteen – Davey Street Side of Complex
 - Replace all GPO's 10amps in food prep area of canteen
 - Check 2 20Amps GPO's in food prep area of canteen, if not safe then replace with new.
 - Replace 2 ceiling fans with new ones.

C)

- Site Electrical Reticulation – See Page 9-11 of Appendix A
 - Inspect 3 electrical pits along the underground trench from the office DB and the MSB, if sunken or damaged replace with new pits and add concrete surrounds.

- Inspect 1 electrical pit along the underground trench from the west end of the 50m pool to the MSB if sunken or damaged replace with new pits and add concrete surrounds.
- Rectify exposed cable/conduit to solar PV array as mentioned on page 11 of Appendix A.
- Inspect equipotential bonding around 25m Pool and Wading Pool, ensure this system is operating per standards and provide service record of the test once completed.

D)

- External Lighting
 - Inspect all external lighting on the plant room (5), canteen building (6), Squad building (5) & the 4 elevated poles around the 50m pools (4 on top of each pole and 2 halfway down). Develop a report on which ones are operating and which ones require replacement and provide this report to Council with recommendations on type of lighting to replace these with and a quote for works.
The quote will be reviewed, and recommendations actioned during this project so elevated safe work platforms already onsite can be used to perform repair works.

E)

- External GPO's – Test all GPO's on the entire pool site and ensure they are all working correctly, special consideration is to be given to the external GPO's on the 50M pool light poles which are known for regular tripping of power.

F)

- Pool Plant Room - Page 15 of Appendix
 - Refix two of the Fluro light cases to the ceiling where screws have come loose (one near MSB & one above acid drums). If light cases are damaged, then replace with new BATTEN LED IP65 20/40W TRI 1200MM
 - Replace three Fluro tubes that have blown in these cases.
 - Rectify unsupported cables and replacement of corroded cable tray.
 - Investigate luminaire in small storeroom, if broken replace with new LED baton light suitable size for this storeroom.
 - Removal of redundant cable to large storeroom.

At conclusion of works, photos of works must be provided & labelled according to this work scope to confirm all works were completed.

Special Note: There are four Pool lights around the 50M each at about 20m in height, specialist elevated platform equipment will be required for this work. A Safe Work Method Statement – Working at Heights will be required as part of this submission.

Special Note: Banana Shire Council does not provide variations on accepted and awarded quotes, while every care has been taken in the details of quantities and items in this RFQ, to avoid your company having variations we highly recommend you undertake a site visit of the Moura Pool to clarify work scope, please contact the Senior Land & Lease Management Coordinator on 07 4992 9500 to book a site visit.

Quotation Deadline

11am, Thursday, 17th November 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

Mandatory requirements:

- ☐ As listed in the Scope Criteria & Evaluation Criteria

Evaluation criteria

Criteria	Weightage
Timeframe – Is the contractor able to complete all works by the 30 th May 2023	30%
Quote Offered – Does the quote ensure quality and value for money for shire ratepayers.	40%
WHS – Are the companies WHS policy submitted including Insurances Certificate of Currency. Was a suitably prepared SWMS included.	10%
Previous Experience – Has the quote detailed how the works will be done and former experience given to demonstrate achievement of work scope	15%
Local Buy – Does the quote align with Councils commitment to developing local industry	5%

Quotation Submission

- ☐ Submit as per annexure

Price inclusive of GST	
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Comments:

**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. 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 or to speak to a representative, please call 07 4992 9500.

Please use RFQ # as reference during all correspondence.