



**CABONNE COUNCIL**

**CONTRACT No. 1011830**

**LUMP SUM CONTRACT  
for the**

**MOLONG RECREATION GROUND POWER  
UPGRADE, MOLONG NSW 2866**

**PREPARED BY:  
COUNCIL'S DEPARTMENT OF  
ENGINEERING & TECHNICAL SERVICES  
DATE: MAY 2019**

## LIST OF DOCUMENTS

Condition of Quotation

Quotation Submission Forms



**CABONNE COUNCIL**

**CONTRACT No. 1011830**

**MOLONG RECREATION GROUND POWER  
UPGRADE, MOLONG NSW 2866**

**CONDITIONS OF QUOTATION**

**PREPARED BY:  
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DATE: MAY 2019**

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## CONDITIONS OF QUOTATION

### GENERAL

#### 1. PROJECT INFORMATION

This work is for Contract No. 1011830 – Molong Recreation Ground Power Upgrade, Molong NSW 2866.

Method of payment for this Contract shall be Lump Sum.

#### 2 RELEVANT DOCUMENTS

(a) The contract documents for this project are:

**CONDITIONS OF QUOTATION**

**QUOTATION SUBMISSION FORMS**

#### 3 CONTRACTOR'S RESPONSIBILITY

It shall be the responsibility of the Contractor to ascertain all information relating to the services, the works and site conditions that may affect the progress or method of performing all services and works as specified within the scope of this contract and to prepare for every contingency that may arise. It is further understood that provision for these contingencies have been accounted for, implicitly or explicitly within the Schedule of Rates submitted.

Please note that this responsibility extends to the evaluation of the geotechnical and subsurface conditions that may be found at the site.

#### 4 COUNCIL'S CONTACT PERSON

Enquiries regarding this quotation may be directed to:

Name: **Jeeva San**

Phone: **02 6390 7100**

Position: **Project Engineer**

### QUOTATION SUBMISSION INFORMATION

#### 5 SUPPORTING INFORMATION FROM CONTRACTORS

The Contractor shall provide documentary evidence to prove they have the necessary competence, resources, industrial relations, quality and safety management and financial capacity to carry out the Works.

- Copy of Certificate of Currency for Public Liability Insurance
- Copy of Work, Health & Safety (WHS) Plan
- Copy of Safe Work Method Statement (SWMS)
- Copy of Environmental Management Plan (EMP)

**6 SUBCONTRACTING**

The Contractor is required to provide, on the Quotation Form in the Quotation Submission Documents, the names and telephone numbers of Contractor's Subcontractors and recognise by initials the Principal's listing of Selected and Nominated Contractors.

**7 SITE INSPECTION**

Contractors are advised to visit the site in order to submit a quotation.

**8 QUOTATION VALIDITY PERIOD**

Quotations shall be valid for a period of 60 days from the submission closing date. In the event of the withdrawal of the quotation prior to the expiration of this period, the Contractor shall be liable for all costs, losses or damages suffered by the Principal by reason of that withdrawal.

**9 QUOTATION LODGEMENT REQUIREMENTS**

Quotations shall be submitted on the forms provided by the Principal in the Quotation Submission Documents, and are to be enclosed in a sealed envelope and the envelope marked legibly as follows:

Contract No. **1011830**

Quotation for **Molong Recreation Ground Power Upgrade, Molong NSW 2866**

and either:

delivered by hand or by courier and placed in the:

Tender Box  
Cabonne Council  
97 Bank Street  
MOLONG NSW 2866

or

mailed to the Tender Box addressed as follows, and marked:

"Contract 1011830 Molong Recreation Ground Power Upgrade, Molong NSW 2866"

Tender Box

Cabonne Council  
PO BOX 17  
MOLONG NSW 2866

or

submitted electronically on

[www.tenderlink.com/cabonne](http://www.tenderlink.com/cabonne)

so as to be received **before the closing time and date for submissions.**

Time: 12:00 pm, noon

Date: Wednesday, 29 May 2019

## **10 QUOTATION EVALUATION AND SELECTION**

The evaluation criteria shall be:

- Lump sum quotation amount
- Conformity with the quotation documents
- Evidence of technical and financial capability
- Industry reputation
- Quality Management System and Work Health and Safety Environmental Management System

The Principal is not bound to accept the lowest, or any quotation.

The successful Tenderer which is accepted shall be notified in writing to all Tenderers.

## **11 COST OF QUOTATION**

All costs associated with quotation preparation and submission shall be borne by the Contractor.

## **12 CONTRACT COMMENCEMENT DATE**

The commencement of the Contract is nominated as the date of dispatch of the letter of acceptance of quotation to the successful Contractor. There shall be no Contract prior to the issue of a letter of acceptance.



**CABONNE COUNCIL**

**CONTRACT No. 1011830**

**LUMP SUM CONTRACT**

for the

**MO LONG RECREATION GROUND  
POWER UPGRADE, MO LONG NSW 2866**

**QUOTATION SUBMISSION FORMS**

**PREPARED BY:  
COUNCIL'S DEPARTMENT OF  
ENGINEERING & TECHNICAL SERVICES  
DATE: MAY 2019**



# NOMINATION OF REQUIRED QUOTATION SUBMISSIONS

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All Submitted information will be treated as confidential

## QUOTATION FORMS AND DECLARATIONS

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*Principal to select Quotation Forms and Required Information appropriate to the project*

1. QUOTATION FORM
2. LUMP SUM QUOTATION FORM
3. BILL OF QUANTITIES – ALL WORKS UNDER CONTRACT
4. NON-COLLUSIVE CONTRACTOR DECLARATION
5. ACQUAINTANCE WITH SITE

## INSTRUCTION TO CONTRACTOR

The Contractor shall complete in full and submit the forms in numerical order listed above. The completed forms, declarations and required information shall comprise the Quotation Submission Documents. Initial and date each form in the box where provided at the bottom.

## TENDERER'S ACKNOWLEDGMENT

**Contract:** Molong Recreation Ground Power Upgrade, Molong NSW 2866

**Contract No:** 1011830

**Date:**

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**Signature of Contractor:**

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## QUOTATION SUBMISSION FORM 1

### QUOTATION FORM

The Contractor must complete and submit with quotation.  
All Submitted information will be treated as confidential

I, \_\_\_\_\_ (Print name)

of \_\_\_\_\_ (Organisation)

located at \_\_\_\_\_ (Business Address)

on this \_\_\_\_\_ day of \_\_\_\_\_, (Year) \_\_\_\_\_

having fully acquainted myself with the Conditions of Quotation and Contract Documents and accordingly the obligations and responsibilities of the Contract do hereby tender to perform the work described below:

**Contract:** Molong Recreation Ground Power Upgrade, Molong NSW 2866

**Contract No:** 1011830

as publicly invited by : CABONNE Council, in accordance with the following documents.

Contractual Document Parts Include

#### Quotation Submission Forms

By submitting this quotation the Contractor warrants and represents that it has made its own enquiries and investigations and has obtained professional advice and all other relevant information so as to inform itself of all risks and contingencies which may affect its quotation price. The Contractor warrants and represents that it has included for all such risks and contingencies in its Submission.

**Signature of Contractor :** \_\_\_\_\_

**Phone and facsimile numbers :** \_\_\_\_\_

**Subscribed and declared this :** \_\_\_\_\_ **Day of** \_\_\_\_\_ (Year) \_\_\_\_\_

**Before me :** \_\_\_\_\_ (Print name)

**Witness :** \_\_\_\_\_ (Signature)

## QUOTATION SUBMISSION FORM 2

### LUMP SUM QUOTATION FORM

The Contractor must complete and submit with quotation.  
All Submitted information will be treated as confidential

The Contractor shall complete all or part of the following information in accordance with their Quotation Submission. Amounts specified for these Lump Sum amount shall equal the extended totals from the relevant Bill of Quantities

All amounts shall be inclusive of GST.

Tender Submission Form	Description	Lump Sum Amount (including GST)
3	All Works under Contract	

**Signature of Contractor :** \_\_\_\_\_

**Phone and facsimile numbers :** \_\_\_\_\_

**Subscribed and declared this :** \_\_\_\_\_ **Day of** \_\_\_\_\_ **(Year)** \_\_\_\_\_

**Before me :** \_\_\_\_\_ *(Print name)*

**Witness :** \_\_\_\_\_ *(Signature)*

## QUOTATION SUBMISSION FORM 3

### BILL OF QUANTITIES – ALL WORKS UNDER CONTRACT

The quantities shown are estimated quantities only and are not to be taken as correct quantities of work to be carried out

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	Engage level 3 designer and provide an Essential Energy certified design	Lump Sump	1		
2	Supply and install a new timber substation pole and associated structures	Lump Sump	1		
3	Supply and install 2 span of additional 95mm LV ABC	Lump Sump	1		
4	Construct approximately 50m of three phase high voltage overhead power line	Lump Sump	1		
5	Supply and install 1 x 11kV 200Kva three phase pole mounted transformer on new timber pole	Lump Sump	1		
6	Supply and install new main CT metering panel to be located near existing metering panel	Lump Sump	1		
7	Supply and install new 240mmsqu AL consumer mains from base of transfer pole to new CT metering panel	Lump Sump	1		
8	Removal of the existing mains including existing conduit	Lump Sump	1		
9	Commission new service and remove existing metering and relocate to new panel	Lump Sump	1		
10	Connect existing distribution board up to new panel via a sub-main connection until next stage when lights and field power are added	Lump Sump	1		
<b>Subtotal (Excl. GST)</b>					
<b>GST</b>					
<b>TOTAL LUMP SUM CONTRACT PRICE ( Incl. GST )</b>					

## QUOTATION SUBMISSION FORM 5

### STATUTORY DECLARATION ON NON-COLLUSIVE QUOTATION SUBMISSION

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The Contractor must complete and submit with quotation.  
All Submitted information will be treated as confidential

I, \_\_\_\_\_ (Print name),

of \_\_\_\_\_ (Contractor Organisation),

do hereby solemnly declare and affirm the following ;

1. I hold the position of \_\_\_\_\_, and am duly authorised by the contracting organisation to lawfully proclaim the following and, after having made due inquiry believe the following to be completely accurate to the best of my knowledge.
2. Neither the Contractor nor the Contractor's Agents or Servants have entered into any contract or agreement to offer payment of any kind to a trade association, representative of the Superintendent or representative of the Principal in the event of a winning Contractor by this Organisation.
3. Neither the Contractor nor the Contractor's Agents or Servants have had any knowledge of the price of Quotation submitted by its competitors nor did the Contractor furnish the price of the enclosed quotation to any source external to the Contractors Organisation prior to the close of the quotation date as specified within this Contract.
4. Neither the Contractor nor the Contractor's Agents or Servants have entered into any contract or agreement to offer payment of any kind to an unsuccessful Contractor in the event of a winning submission.
5. The Contractor is not aware of any facts which would affect the decision of the Principal in accepting the Quotation nor has the Contractor attempted to acquire information relevant to the Contractor award process by soliciting the Principal, the Superintendent or their Representative's Agents or Servants.
6. Neither the Contractor nor the Contractor's Agents or Servants have entered into any agreement with other Contractor or third party which results in a payment of unsuccessful Contractors fees.
7. The contents of this document are true and correct to the best of my knowledge and in no way have been written under duress of any form.

I make this solemn declaration as to the matter aforesaid, according to the law in this behalf made, and subject to the punishment by law provided for any wilfully false statement in any such declaration.

**Signature of Contractor:** \_\_\_\_\_

**Subscribed and declared at :** \_\_\_\_\_

**This :** \_\_\_\_\_ **Day of** \_\_\_\_\_ **(Year)** \_\_\_\_\_

**Before me :** \_\_\_\_\_ (Print name )

**Witness :** \_\_\_\_\_ (Signature )

(Justice of the Peace or authorised person)

## QUOTATION SUBMISSION FORM 5

### ACQUAINTANCE WITH SITE

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The Contractor must complete and submit with quotation  
All Submitted information will be treated as confidential

This form shall be signed by the Contractor as a guarantee to the Principal that the Tenderer has undertaken a site inspection without direction of the Principal so as to be fully acquainted with the physical characteristics of the site.

Site Description: **Molong Recreation Ground Power Upgrade, Molong NSW 2866**

#### DECLARATION OF SITE INSPECTION

I, \_\_\_\_\_, of the Organisation \_\_\_\_\_

have, of my own accord, conducted an inspection of the aforementioned site and in doing so I have acquired a sound knowledge of the physical characteristics of the site and any consequential procedures and processes that may arise as a result of any environmental or geographical constraints or conditions and in doing so have abided by all National, State, and Council regulations, legislation and bylaws.

The Contractor understands that it is the responsibility of the Contracting Organisation to inform all personnel, agents and Subcontractors of the Contracting Organisation of all information pursuant to the preceding paragraph.

**Name :** \_\_\_\_\_

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

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