



Winton Shire Council

LEGENDARY SAFE SCENIC

Tender WSCT-2021-32 Supply of Dry Hire Rollers

Location of Works	Winton Shire Council
Closing	Time: 2:00pm
	Date: Friday 21 st May 2021
	Location: Winton Shire Council 75 Vindex Street Winton QLD 4735



Winton Shire Council

SECTION 1 INVITATION TO TENDER

Description of Works

A suitably qualified and experienced contractor is invited to tender on the Supply of Dry Hire Rollers for a 12-month period (July 2021 to June 2022). These machines will be used on various job sites located throughout the Shire of Winton. The required rollers are to have sufficient ballast capacity to make the weight 20T or greater for compaction purposes.

Location of the Works

Rollers are to be delivered to Council's Depot at 41 Sesbania Street Winton. Upon which Council will transport the plant to the various sites around the shire where works are being or scheduled to be conducted.

Duration of the Works

Duration of the works will be for approximately 12-months (1st July 2021 – 31st June 2022) and may be extended/reduced at Council's discretion. If the scope of work is reduced, the successful contract will be notified in advance.

Council will not pay a retainer or guarantee any volume of work to any Contractor.

Closing of Tenders

Tenders close at 2:00pm on Friday 21st May 2021.

Tenders may be submitted via:

- Submitted electronically to VendorPanel

Under no circumstances will a tender be accepted if it is emailed to any Council Officer. Winton Shire Council has a responsibility to ensure probity of its Procurement Processes and therefore cannot accept tenders emailed to any Council Officers.



Contact Officer

In the first instance all technical enquiries regarding the tender should be directed to:

Mohammed Rahman

(07) 4657 2666

mohammedr@winton.qld.gov.au

And all administrative enquiries should be directed to:

Rhiannon Collins

(07) 4657 2666

rhiannonc@winton.qld.gov.au

Tender documents

The tender document is comprised of

- Invitation to tender
- Tender Form

The return package will consist of

- Completed and signed Tender Form;
- The Acknowledgement of any Addenda/Addendum that may have been issued by Council
- Any other supporting information relating to the Tender



Inclusions

See specifications.

Exclusions

NIL.

Site Visit

No site visit is scheduled for prospective contractors.

Annexure

No annexure is attached. Prospective contractors are not to take any verbal communications as advice, whatsoever or make any assumptions based on informal information given from any Council Officer. Prospective contractors are to seek formal written clarification from Winton Shire Council in any situation where they do not have sufficient information.

Addenda

Written addenda issued by Winton Shire Council are the only recognised explanations of, or amendments to, the tender documents.

Clarifications and/or Conditions

Winton Shire Council prefers that tenders submitted should be free of any qualifications i.e. clarifications and/or conditions, however, Winton Shire Council reserves the right to consider tenders that are submitted with clarifications or conditions. In this event it is recommended that supplier submit a conforming and non-conforming tenders for Council consideration.

Acceptance and Assessment of Tenders

The submission of a tender does not constitute a contract between the prospective Contractor and Winton Shire Council. No Contract will be formed between the successful contractor and Winton Shire Council until a Purchase Order and letter of acceptance has been issued to the successful Contractor for supply as a result of a submitted tender.

Tenders will be assessed based on the following criteria (in order of importance):-

1. Adherence to required specifications (ability to provide specifics of rollers, corresponding registration papers, required insurance documents and risk assessments)
2. Price

Establishment /disestablishment, is to be priced as one combined price per unit.



Plant Hire Rates

- Price is to be based on Council's 9-day fortnight.
- Rates provided are to be exclusive of GST with the overall total submitted inclusive of GST and NO fuel levies or other charges associated with any operator or plant cost increases are to be charged in addition to the rates submitted.
- The granting of any such increase will be at the discretion of Council.
- Any such increase will not impact or change the outcome of this tender application.
- Tenderers are required to submit separate rates as follows:
- The working rate (\$ per month)
- A stand down rate (\$ per hour)
- Establishment/Disestablishment rate (\$ per machine)
- Any machine which fails to operate (due to breakdowns) for more than 60% of the available hours in any weekly period, may be terminated at the discretion of Council's authorised officer (this may be the Project Supervisor, Works Manager, Director of Works, or other nominated officer).

Working Hourly Rates:

- For the purpose of this contract, the Working Rate will be the rate paid while the item of plant is working on the work site.

Stand Down Rates:

- For the purpose of this contract, the Stand Down Rate will be the rate that the Tenderer nominates to be paid when the Council elects to keep the plant item engaged on a works site, but the plant item is not being used or operated.
- If a Tenderer does not elect to nominate a Stand Down Rate, then there will be no entitlement to charge for a Stand Down Rate in the event that Council issues a request for a stand down.
- When standing down plant for an entire day, the number of hours for the Stand Down Rate will be 8.5 hours, regardless of what duration is worked on site that day by Council or Contractors.
- Council can only issue a request for a stand down for a period not exceeding three (3) days in every six (6) days.
- The day count for the purpose of this calculation will begin the day after the day the plant has been established on site and will continue for the period of hire.
- Public Holidays and Sundays are excluded from the day count.
- Wet weather: if wet weather is called during shift, stand down rate will be paid for the remainder of the shift. Consecutive wet weather in excess of one (1) working day will result in the ceasing of works meaning the hourly rate and stand down rate of the machine is not payable.
- Extended holiday periods (eg: Easter and Christmas):
 - Prior notification to contractors will be given if extensive leave is granted to staff, resulting in the ceasing of works, no ordinary rates or stand down rates will be paid. If **no** prior notification is given for extended leave (eg: extended long weekend) stand down rates may apply based on supervisor discretion.



Notification from site supervisor can be corresponded by phone or email.

- Unpaid Christmas period of 4wks. Actual dates will be corresponded with the successful contractor.

Establishment and Disestablishment:

- Establishment is from original location to the Winton Council Depot.
- Disestablishment is from the Winton Council Depot to the original location when the plant is no longer required.
- Establishment/disestablishment is to be priced as one combined item per machine.

Plant Requirements

It is the Contractor's responsibility to ensure that the plant is insured, registered and in working condition. Council will be responsible for daily checks, greasing, refuelling, as well as any punctures that are deemed fair wear and tear.

Council will also require an inspection /induction to take place with the appropriate Council personnel before works commences.

As well as the above requirements, Council requires commitment from the successful Contractor that all breakdowns are attended to by a local/nearby mechanic.

Regardless of the machine locations, the hirer will be responsible for rectifying any machine break downs within a reasonable time manner (6hrs from first notification). If the machine is not able to be mobile within 12 hours from first notification, the hirer must replacement the piece of plant like for like, at their own cost.

Council encourages the development of local businesses, where possible please consider utilising Winton's Businesses for your parts and servicing needs.

Stand Downs

Winton Shire Council requires a copy of the plant owners stand down policy as part of their tender.

Payment

The Contractor, on a fortnightly basis, in line with the Council's pay period, shall provide an invoice for payment. It shall state the order number for the work and any relevant paperwork.

Unless issued under the provision of the Building Industry Fairness (Security of Payment) Act 2017, the Council will pay each correctly rendered invoice within 28 days after the invoice is first received by invoices@winton.qld.gov.au



Changes to Plant, Insurance, or any other matter

- a) Any changes to details supplied must be provided to the Council immediately any such change takes effect.
- (b) Any change of plant or equipment is to be notified to and approved by Council, prior to that plant commencing work on any Council worksite.



Specifications and Conditions

For the Supply of Plant and Equipment – Dry Hire

These conditions should be read in conjunction with the Winton Shire Council Tender Form for the DRY hire of rollers.

Rollers Required on a permanent basis, effective 1st July 2021:

Four (4) x Multi-Tyres Rollers

Rollers required on an as-need basis:

One (1) x Pad Foot Roller

One (1) x Smooth Drum Roller

One (1) x Grid Roller

(A) The Contractor shall be responsible for:

1. All lost time (for that item of plant or equipment) due to breakdown or flat tyres etc.;
2. All insurances (\$20M public liability, transit insurance, yellow plant insurance etc.);
3. Ensuring that the machinery (plant or equipment) is provided to Council ready to commence work, with all consumables such as: fully fuelled and greased;
4. Plant risk assessments have been completed for all plant supplied;
5. Ensuring all rollers is equipped with:
 - a. Two working rotating (strobe) orange beacons visible from all directions
 - Industry standard reversing beeper
 - First aid kit
 - UHF radio
 - Operational air-conditioned cabins
 - Fire extinguisher
 - Suitable communication equipment
 - FM/AM Radio
6. Ensuring all necessary registrations of plant and equipment with the Department of Transport and Main Roads and all inspections with Work Health and Safety are current and remain current for the duration of the Contract. The Contractor will produce evidence of such compliance when required by Council;
7. All plant and equipment is maintained in a roadworthy condition and to a high standard;
8. Provide evidence that each piece of plant is fit for purpose by providing a Plant Assessment Report or Plant Inspection Certificate;
9. Develop and introduce a Pre-start Check Book to be placed in all vehicles (if requested by Council) to be completed by any operator prior to commencing work for the day.



(B) Council will be responsible for:

1. Payment of machine hours/days actually worked on the job;
2. All establishment and disestablishment costs to the nominated Location as per the Contractor's pricing schedule or RFT response;
3. Payment of establishment between concurrent projects as per this tender contract and as directed by the supervisor;
4. During the hire period Council will be responsible for general maintenance of the machinery (plant or equipment) and all consumables such as: fuel, lubricants, tyres;
5. Ensuring that plant and equipment is returned in the same condition it was provided once the hire period is completed;
6. Payment of approved invoices on a minimum of a fortnightly basis;
7. Tenders will be assessed on Price, Machine Size, Availability, & Previous Work History.
8. Inspection of plant and equipment as required.
9. Assist with review and completion of Plant Risk Assessments.

All tender submitted by a Contractor are private and confidential and will not be disclosed to other Contractors under this arrangement. Contractors should note that Council may be subject to legislative disclosure requirements which they are required to comply with, for instance, Section 237 of the Local Government Regulations 2012 which require publication of details of all contracts entered into with a value of over \$200,000 (ex GST) and the Right to Information Act 2009.

Tenders will be assessed based on the following criteria:

Adherence to Required Specifications	30%	
Price	40%	The final price, free of qualifications shall be assessed however tenderers that include qualifications may be assessed independently
Experience	20%	
Locality	10%	



SECTION 2 OVERVIEW OF TENDER

TENDER TITLE:	Supply of Dry Hire Rollers		
JOB NUMBER:	WSCT-2021-32	CLOSING DATE	21 st May 2021
TECHNICAL QUERIES:	Mohammed Rahman 0407 555 385	ADMINISTRATIVE QUERIES:	Rhiannon Collins (07) 4657 2666
LOCATION/S:	Council Depot 41 Sesbania Street WINTON QLD 4735		
PLANT TO BE SUPPLIED ON PERMENANT BASIS:	Four (4) x Dry Hire Multi Tyres Rollers (<i>min 20T</i>)		
PLANT TO BE SUPPLIED ON A AS-NEEDED BASIS:	One (1) x Pad Foot Roller (<i>min 20T</i>) One (1) x Smooth Drum Roller (<i>min 20T</i>) One (1) x Grid Roller (<i>min 20T</i>)		
SUPPORTING DOCUMENTS TO BE SUBMITTED	Plant Risk Assessment/s Service Records of Machinery (<i>since last major service</i>) Registration Papers Public Liability Insurance (<i>\$20M min</i>) Yellow Cover Plant Insurance (<i>per engaged plant item</i>) Company Stand Down Policy		
TIMING	Rollers must be available to hire from 1st July 2021.		

Notes:

1. The lowest or any tender may not necessarily be accepted.
2. Alternative tender for different products or services are welcome but must have sufficient supporting information, product specification and references provided at the time of submitting a tender.



SECTION 3 RETURN PACKAGE

Contractor Details

Contractor Name

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Address

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Phone

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Email

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Date of Completion

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Contractor Representative

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Signature

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Date

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Winton Shire Council is not bound to accept the lowest or any tender.



TENDER FORM

WSC (to be submitted)
Supply of Dry Hire Rollers

Winton Shire Council
75 Vindex St
Winton
QLD 4735



Quantity	Description	Amount (exc. GST) Monthly unit rate
4	Supply of Dry Hire Multi Tyre Rollers Brand: _____	\$
1	Supply of One (1) Dry Hire Pad Foot Roller Brand: _____	\$
1	Supply of One (1) Dry Hire Smooth Drum Roller Brand: _____	\$
1	Supply of One (1) Dry Hire Grid Roller Brand: _____	\$
	Establishment/disestablishment priced per machine (From destination to Winton Depot & return once machine work has ceased)	\$
1	Stand Down Rate – priced per hour	\$
	Other (please specify) _____	\$

Please provide all machine prices in monthly unit rate.
Please provide machine brand when submitting the tender form.

