



Request for Tender

Request for Quotation:	Supply and Delivery of One (1) Wheel Loader to Bunbury-Harvey Regional Council
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Deadline:	4pm (AWST), Thursday 7 September 2017
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Address for Delivery:	<p>Tender responses may be lodged by hand to the Bunbury-Harvey Regional Council Administration Office, Lot 45 Stanley Road, Wellesley WA 6233, and must be lodged in time to allow delivery to the tender box by the allotted time or email submission to mpieterse@bunbury.wa.gov.au</p> <p>“Plant and Equipment, Contract No. RFT1718-0002”</p> <p>Fax quotations, <u>will not</u> be accepted.</p>
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RFT Number:	RFT1718-0002 Wheel Loader
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Contents

1	Conditions of Responding	4
1.1	Contract Requirements in Brief	4
1.2	Definitions	4
1.3	Contact Persons	5
1.4	Trade-in Inspection	5
1.5	Selection Criteria	5
1.6	Compliance Criteria	5
1.7	Qualitative Criteria	6
1.8	Value Considerations	6
1.8.1	Price Basis	6
1.9	Lodgement of Response and Delivery Method	6
1.10	Rejection of Responses	7
1.11	Acceptance of Responses	7
1.12	Response Validity Period	7
1.13	Precedence of documents	7
1.14	Alterations	7
1.15	Ownership of Responses	7
1.16	Canvassing of Officers	8
1.17	Identity of the Respondent	8
2	Specification	9
2.1	Scope of Work	9
2.2	Introduction / Background Information	9
2.3	Specific Requirements of the Contract	9
2.3.1	Engine	9
2.3.2	Operating weight	9
2.3.3	General Purpose Bucket	9
2.3.4	Tyres	9
2.3.5	Alternator	10
2.3.6	Radiator	10
2.3.7	Licensed	10
2.3.8	Loader Linkage	10
2.3.9	Steering	10
2.3.10	Tail shaft driveline guard	10
2.3.11	Fuel Tank	10
2.3.12	Operators Station	10
2.3.13	Isolation Key	10

2.3.14	Keys	10
2.3.15	Loader Doors	10
2.3.16	Window Tint	10
2.3.17	Fire Extinguisher	10
2.3.18	Hazard lights	10
2.3.19	Work Lights	10
2.3.20	Reverse Warning	11
2.3.21	Lubrication System	11
2.3.22	Tail Lights	11
2.3.23	Voltage Converter	11
2.3.24	Radio Suppression	11
2.3.25	UHF Radio	11
2.3.26	Hydraulics	11
2.3.27	Air Conditioning	11
2.3.28	Radio / CD	11
2.3.29	Instrumentation	11
2.3.30	Seat Cover	12
2.3.31	Sign Writing	12
2.3.32	Vinyl Quality	12
2.4	Operating Training	12
2.5	Delivery	12
2.6	Licensing	12
2.7	Date of Manufacture	12
2.8	Spare Parts	13
2.9	Instruction Manuals	13
2.10	Warranty	13
2.11	Optional Equipment	13
2.12	Trade in Plant Offered	14
2.13	Implementation Timetable	16
3	General Conditions of Contract	17
4	Respondent's Offer	18
4.1	Offer Form	18
4.2	Selection Criteria	19
4.2.1	Compliance Criteria	19
4.2.2	Qualitative Criteria	19
4.3	Price Information	20
4.3.1	Price Basis	20
4.3.2	Price Schedule	20

1 Conditions of Responding

1.1 Contract Requirements in Brief

The Bunbury-Harvey Regional Council (BHRC) requires one (1) wheel loader to be supplied and delivered on site to the compost facility located at the Banksia Road Wellington Regional Compost Facility site in Crooked Brook (Dardanup). Trade in of the existing New Holland Telehandler, 2009, LM 740 (H19373) with approximately 8,990 hours is also included as part of this Request. The trade is also being tended for outright purchase separately.

The role of this machine is to operate at the compost facility which will mainly be used to turn and load compost. The machine will operate for approximately 1900 engine hours per year at an average speed of 5-10kph.

A full statement of the Goods/Services required under the proposed Contract appears in Section 2.

1.2 Definitions

Below is a summary of some of the important defined terms used in this Request:

Contractor:	Means the person or persons, corporation or corporations who's Response is accepted by the Principal, and includes the executors or administrators, successors and assignments of such person or persons, corporation or corporations.
Deadline:	The Deadline shown on the front cover of this Request for lodgement of your Submission.
General Conditions of Contract:	Means the General Conditions of Contract for the Supply of Plant and Equipment as nominated in Part 3.
Offer:	Your Offer to be selected to supply the Requirements.
Principal:	Bunbury-Harvey Regional Council
Response:	Completed Offer, response to Selection Criteria and Attachments.
Requirement:	The Goods and/or Services requested by the Principal.
Request or RFT or Request for Tender:	This document.

Part 1 – READ AND KEEP THIS PART

1.3 Contact Persons

Respondents should not rely on any information provided by any person other than the person(s) listed below:

Contractual Enquiries	
Name:	Martinette Pieterse
Telephone:	(08) 9711 1051
Email:	mpieterse@bunbury.wa.gov.au
Technical Enquiries	
Name:	Tony Battersby or Jai Pearce
Telephone:	0407 990 659 or 0400 808 488
Email:	tbattersby@bunbury.wa.gov.au or jpearce@bunbury.wa.gov.au

1.4 Trade-in Inspection

Attendance to inspect New Holland Telehandler, 2009, LM 740 the trade-in is not mandatory. Respondents are encouraged to view the trade-in plant offered by contacting either Jai Pearce or Tony Battersby to arrange a suitable time.

The plant is located at the Banksia Road Wellington Regional Compost Facility site in Crooked Brook (Dardanup). The Inspection will provide Respondents with the opportunity to clarify any uncertainties with the contact person prior to the closing of the Request for Tender.

1.5 Selection Criteria

The Contract for supply will be awarded to a sole Respondent who best demonstrates the ability to provide a quality product and services at a competitive price. The tendered prices will be assessed together with the qualitative and compliance criteria to determine the most advantageous outcome to the principal.

1.6 Compliance Criteria

These criteria are detailed within Part 4 of this document and will not be point scored. Each Response will be assessed on a Yes/No basis as to whether the criterion is satisfactorily met. An assessment of “No” against any criterion may eliminate the Submission from consideration.

1.7 Qualitative Criteria

In determining the most advantageous Response, the Evaluation Panel will score each Response against the Qualitative Criteria as detailed within Part 4 of this document. Each criterion will be weighted to indicate the relative degree of importance that the Principal places on the technical aspects of the goods or services being purchased.

Note: It is essential that Respondents address each Qualitative Criterion.

Information that you provide addressing each Qualitative Criterion will be point scored by the Evaluation Panel. Failure to provide the specified information may result in elimination from the evaluation process or a low score.

1.8 Value Considerations

The Weighted Price method is used where price is considered to be crucial to the outcome of the contract. The price is then assessed with quality. Include any items that may affect any pricing outcomes.

Criteria	Weighting
Quoted Price	30%

1.8.1 Price Basis

All prices for Goods/Services offered under this Request are to be fixed for the term of the Contract. Tendered prices must include Goods and Services Tax (GST).

Unless otherwise indicated prices tendered must include delivery, unloading, packing, marking and all applicable levies, duties, taxes and charges. Any charge not stated in the Response, as being additional will not be allowed as a charge for any transaction under any resultant Contract.

1.9 Lodgement of Response and Delivery Method

The Response must be lodged by the Deadline. The Deadline for this Request for Quote is 4pm (AWST), Thursday 7 September 2017.

Tender responses may be lodged by hand to the Bunbury-Harvey Regional Council Administration Office, Lot 45 Stanley Road, Wellesley WA 6233, and must be lodged in time to allow delivery to the tender box by the allotted time or email submission to mpieterse@bunbury.wa.gov.au **“Plant and Equipment, Contract No. RFT1718-0002”**

Fax quotations, **will not** be accepted.

1.10 Rejection of Responses

A Response will be rejected without consideration of its merits in the event that:

- a) It is not submitted before the Deadline; or
- b) It is not submitted in the manner specified in the Request; or
- c) It may be rejected if it fails to comply with any other requirements of the Request.

1.11 Acceptance of Responses

Unless otherwise stated in this Request, Responses may be for all or part of the Requirements and may be accepted by the Principal either wholly or in part. The Principal is not bound to accept the lowest Response and may reject any or all Responses submitted.

1.12 Response Validity Period

All Responses will remain valid and open for acceptance for a minimum period of ninety (90) days from the Deadline.

1.13 Precedence of documents

In the event of there being any conflict or inconsistency between the Terms and Conditions herein and those in the General Conditions of Contract, the Terms and Conditions appearing in this Request will have precedence.

1.14 Alterations

The Respondent must not alter or add to the Request documents unless required by these General Conditions of Responding.

The Principal will issue an addendum to all registered Respondents where matters of significance make it necessary to amend the issued Request for Tender documents before the Deadline.

1.15 Ownership of Responses

All documents, materials, articles and information submitted by the Respondent as part of or in support of a Response shall become upon submission the absolute property of the Principal and will not be returned to the Respondent at the conclusion of the Response Process PROVIDED that the Respondent shall be entitled to retain copyright and other intellectual property rights therein, unless otherwise provided by the Contract.

1.16 Canvassing of Officers

If a Respondent, whether personally or by agent, canvasses any of the Principal's Councillors or Officers with a view to influencing the acceptance of any Respondent, then regardless of such canvassing having any influence on the acceptance of such Submission, the Principal may at its discretion omit the Respondent from consideration.

1.17 Identity of the Respondent

The identity of the Respondent and Contractor is fundamental to the Principal. The Respondent shall be the person, persons, corporation or corporations named as the Respondent in Part 4 of this Request. Upon acceptance of the Response, the Respondent will become the Contractor.

2 Specification

2.1 Scope of Work

The scope of work may include but is not limited to the following;

- a. Supply of a Wheel Loader as per the Specification within Section 2.
- b. Delivery of the Wheel Loader on site to the Wellington Regional Compost Facility, Banksia Road, Crooked Brook (Dardanup).
- c. Training in operation and minor maintenance of the Wheel Loader.
- d. Provision for a three year (3) warranty including all parts and labour on site at the Wellington Regional Compost Facility, Banksia Road, Crooked Brook (Dardanup).
- e. Servicing of the Wheel Loader during the warranty period (**at the Principals discretion**).
- f. Trade-in of the existing New Holland Telehandler 2009, LM740 (H19373) with approximately 8,990 hours (**at the Principal's discretion**).

2.2 Introduction / Background Information

The Bunbury-Harvey Regional Council (BHRC) requires one (1) wheel loader to be supplied and delivered on site to the waste facility located at the Wellington Regional Compost Facility, Banksia Road, Crooked Brook (Dardanup) to replace the existing plant which is a New Holland Telehandler 2009, LM 740 (H19373) with approximately 8,990 hours on the machine.

The role of this machine is to operate at the compost facility and will mainly be used to turn and load compost. The machine will generally operate for approximately 1900 engine hours per year at an average speed of 5-10kph.

2.3 Specific Requirements of the Contract

2.3.1 Engine

Approximately 195 hp

2.3.2 Operating weight

18-20 tonne

2.3.3 General Purpose Bucket

- a. Capable of holding at least 5m³.
- b. Bucket to have a bolt on cutting edge.
- c. Bucket to be fitted with payload weigher unit, weigher monitor to be clearly viewed by operator from sitting position.

2.3.4 Tyres

Bridgestone radials VSDL L5 or equivalent quality.

Part 2 – READ AND KEEP THIS PART

2.3.5 Alternator

80amps and Brushless

2.3.6 Radiator

Shall be a square wave core design with 6 fins per inch.

2.3.7 Licenced

Loader must be licenced for Western Australia roads.

2.3.8 Loader Linkage

Shall be a single Z-bar design.

2.3.9 Steering

Command control steering (CCS) shall be available. With CCS the wheel shall accomplish full machine articulation with +/-70° turn of the wheel and need only 6 lb. of steering effort.

2.3.10 Tail shaft driveline guard

Protection for loaders under belly and tail shaft made from heavy duty steel.

2.3.11 Fuel Tank

- a. 300ltr minimum fuel tank capacity.
- b. Locking fuel cap.

2.3.12 Operators Station

Cab sound levels shall be a maximum of 72 Db(A).

2.3.13 Isolation Key

Must have an Isolation key that is removable.

2.3.14 Keys

Four (4) sets of keys for all locks.

2.3.15 Loader doors

Heavy duty metal fastener (HASP) with a hinge that fits over a staple and is secured by a padlock. (Padlock key to be different from ignition key).

2.3.16 Window tint

Side and rear windows to be tinted with heavy duty tint.

2.3.17 Fire extinguisher

- a. An approved 6kg fire extinguisher to be mounted outside of cab being easily accessible.
- b. An approved 2kg fire extinguisher to be mounted inside of cab being easily accessible.

2.3.18 Hazard lights

Dual amber strobe lights to be fitted to roof. Hazard lights are to be activated by an illuminated control switch located inside cab.

2.3.19 Work lights

Adequate work lights to be fitted to front and rear of loader.

2.3.20 Reverse Warning

- a. The Loader to be fitted with a reverse warning beeper (min 97 decibels).
- b. The Loader to be fitted with rear vision camera, activated once transmission is placed into reverse mode. Monitor to be clearly viewed by operator from sitting position while reversing.

2.3.21 Lubrication System

The Loader to be fitted with automatic central lubrication system.

2.3.22 Tail lights

Rear lights to have protective steel grate covers.

2.3.23 Voltage Converter

- a. If the voltage of the equipment is 24V then a 24V to 12 V single circuit converter with 20-amp capacity shall be fitted in a suitable location in the cab.
- b. The converter shall be connected to the vehicle's 24-volt system in accordance with the manufacturer's instructions, including a suitable in-line fuse to suit two-way radio installation.

2.3.24 Radio Suppression

A two-way radio transceiver may be fitted to this equipment. The tenderer will be required to fit the necessary suppression equipment to enable the transceiver to operate without interference.

2.3.25 UHF radio

Supply and fit GME 3600 UHF CB radio programmed with 80 channels

2.3.26 Hydraulics

All loader hydraulic cylinders if applicable shall incorporate safety lock valves to prevent movement when hydraulic lines fail.

2.3.27 Air Conditioning

Factory fitted fully integrated air conditioning.

2.3.28 Radio/CD

A marine standard radio AM/FM, MP3, Bluetooth, hands free microphone protected by a security code shall be fitted.

2.3.29 Instrumentation - Shall include, as a minimum, the following:

- a. Hour meter - An oil pressure sensitive engine hour meter is to be fitted.
- b. Speedometer.
- c. Tachometer.
- d. Fuel level gauge.
- e. Air pressure gauges.
- f. Engine temperature gauge.
- g. Engine oil pressure gauge.
- h. Transmission oil temperature gauge.
- i. The following instrumentation shall include both a warning lamp and an audible buzzer:
- j. Air pressure.
- k. Engine temperature.
- l. Engine oil pressure.
- m. Engine coolant level.
- n. Transmission temperature.

2.3.30 Seat cover

Seat shall be covered in a heavy duty cloth or woven material and supplied with seat covers such as Ruffnuts or equivalent.

2.3.31 Sign writing

Sign writing shall be provided on both sides on the machines doors with the Bunbury-Harvey Regional Councils logo. Art work design will be supplied by the Principal upon award.

2.3.32 Vinyl Quality

- a. Sign for loader doors to be produced on Cast Vinyl (NOT CALENDARED) to give maximum life of signs.
- b. A combination of both cut cast vinyl stickers and digitally printed cast vinyl with UV Over laminate stickers will be required.

2.4 Operating Training

Tenderers shall allow for the provision of two (2) full days of “field and onsite training” at Wellington Regional Compost Facility, Banksia Road, Crooked Brook (Dardanup). This training is to be provided by a qualified personnel for Council Staff and operators including auto electricians and mechanical workings.

2.5 Delivery

The tender price shall include the cost of delivery to the Wellington Regional Compost Facility located in Banksia Road, Crooked Brook (Dardanup). The successful tenderer shall deliver the loader during normal working hours. The loader shall have a full tank of diesel when delivered. An authorised representative or salesperson of the company shall accompany the delivery of the Loader.

The Loader is to be inspected prior to handover by the Bunbury-Harvey Regional Council CEO &/or supervisor or delegate. Should the unit not meet the requirements or specifications then the principal reserves the right to have the loader returned to the supplier at the suppliers cost for rectification of works.

2.6 Licensing

All costs associated with inspection and licensing of the unit is to be included in this Request.

The unit shall comply in every respect with the current regulations made under the Road traffic Act 1974/1981. The tenderer shall incur the costs of the inspection, plate and recording fee. Allowance shall be made in the tendered price for this cost.

The tenderer shall be responsible for the payment of Third Party Insurance from the date of licensing to the following March 3rd. The tenderer will be recouped the cost of such insurance by submitting the receipt when claiming for the vehicles. The official order will indicate the name of the Agency for which the vehicle is to be licensed.

2.7 Date of Manufacture

The machine is to be the current model with compliance plate no more than three (3) months old. It must comply with all current Australian Design Rules and be suitable for the role in this Specification.

2.8 Spare Parts

Spare parts and service are to be readily available in the Western Australia. The tenderer must demonstrate that they hold or have ready access to adequate spares to support the operation of the equipment offered in this tender.

If considered necessary, an examination will be made of the stocks of spares held by the tenderer and the spare parts procurement system used.

The tenderer may also be required to supply prices of spare parts that are considered rapid consumable items.

2.9 Instruction Manuals

Loader to be supplied with operator's manuals, full workshop manual, service books and tools. Parts manual and full workshop manuals for unit mechanism, electrical, hydraulics diagrams clearly showing all in a legend printed and CD ROM.

2.10 Warranty

The loader shall be covered by a minimum three (3) year warranty, parts and labor included that is an on site warranty for work at the Wellington Regional Compost Facility, Banksia Road, Crooked Brook (Dardanup).

2.11 Optional Equipment

- a. Option for the Loader to be fitted with hydraulic quick release hitch with 3 cubic meter grab bucket suitable for loading green waste.
- b. Option for the Loader to be fitted with hydraulic quick release hitch with 5 cubic meter high lift dump bucket.
- c. Option for the Loader to be fitted with hydraulic quick release hitch for 5 cubic meter general purpose bucket.

2.12 Trade in Plant Offered

The Bunbury Harvey Regional Council have the following piece of equipment offered as a trade-in:

MAKE:	New Holland
MODEL:	LM740
PLANT AVAILABLE FROM:	December 2017
CURRENT OWNER:	Bunbury-Harvey Regional Council
YEAR OF MANUFACTURE:	2009
VIN NUMBER:	FMHLM740N9HK80004
ENGINE NUMBER:	670913
REGISTRATION NUMBER:	H19373
REGISTRATION EXPIRY:	3 March 2018
ODOMETER / HOUR METER READING:	8,990 Hours
COLOUR:	Yellow / Black
TYRE CONDITION:	Front 50% Rear 25%
ENGINE SIZE:	4.5 Litre
HORSEPOWER RATING:	120hp
FUEL TYPE:	Diesel
TARE:	7.98 Tonne
INCLUDED ADDED OPTIONS:	Quick Release Hitch Attachments: Grab Bucket, General Purpose Bucket, Forks
ANTICIPATED AVAILABILITY DATE:	December 2017
OTHER DETAILS:	





2.13 Implementation Timetable

The plant shall be delivered thirteen (13) weeks from the date of the acceptance letter at which time the existing plant is available from collection for trade-in.

3 General Conditions of Contract

Responses to this request shall be deemed to have been made on the basis of and to incorporate the:

- ✓ Department of Finance (Western Australia) General Conditions of Contract.

The Contractor **must read and understand** the above General Conditions of Contract for the Supply of Plant and Equipment as this will form the basis of how the contract is managed.

4 Respondent's Offer

4.1 Offer Form

The Chief Executive Officer
Bunbury-Harvey Regional Council

I/We (Registered Entity Name): _____
(BLOCK LETTERS)

of: _____
(REGISTERED STREET ADDRESS)

ABN _____ ACN (if any) _____

Telephone No: _____ Facsimile No: _____

E-mail: _____

In response to Request for Tender RFT1718-0002 Wheel Loader

I/We agree that I am/We are bound by, and will comply with this Request and its associated schedules, attachments, all in accordance with the Conditions contained in this Request signed and completed.

The responded price is valid up to ninety (90) calendar days from the date of the RFT closing.

I/We agree that there will be no cost payable by the Principal towards the preparation or submission of this Response irrespective of its outcome.

The consideration is as provided under the schedule of rates of prices in the prescribed format and submitted with this RFT.

Dated this _____ day of _____ 20____

Signature of authorised signatory of Respondent: _____

Name of authorised signatory (BLOCK LETTERS): _____

Position: _____

Telephone Number: _____

Authorised signatory Postal address: _____

Email Address: _____

4.2 Selection Criteria

4.2.1 Compliance Criteria

Please select with a “Yes” or “No” whether you have complied with the following compliance criteria:

Description of Compliance Criteria

a) Respondents are to provide acknowledgment that your organisation has submitted in accordance with the Conditions of this RFT.	Yes / No
b) Offer form and all price schedule tabling completed	Yes / No

4.2.2 Qualitative Criteria

Before responding to the following Qualitative Criteria, Respondents must note the following:

- All information relevant to your answers to each criterion are to be contained within your Response;
- Respondents are to assume that the Evaluation Panel has no previous knowledge of your organisation, its activities or experience;
- Respondents are to provide full details for any claims, statements or examples used to address the Qualitative Criteria; and
- Respondents are to address each issue outlined within a Qualitative Criterion.

<p>A. Relevant Experience</p> <p>Describe your experience in completing/supplying similar Requirements. Respondents must, as a minimum, address the following information in an attachment and label it “Relevant Experience”:</p>	<p>Weighting</p> <p>30 %</p>	
<p>a) <i>Provide details of providing similar equipment to local government</i></p> <p>b) <i>Provide details of company experience</i></p> <p>c) <i>Provide details of three (3) referees</i></p>	<p>“Relevant Experience”</p>	<p>Tick if attached</p> <p><input type="checkbox"/></p>
<p>B. Respondent’s Resources</p> <p>Respondents should demonstrate their ability to supply and sustain the necessary:</p>	<p>Weighting</p> <p>40 %</p>	
<p>a) <i>Provision of on site servicing and parts including any resources located in the Bunbury region.</i></p> <p>b) <i>Any contingency measures or backup of resources including personnel).</i></p> <p>c) <i>Compliance with delivery time frames regarding this Request</i></p>	<p>“Respondent’s Resources”</p>	<p>Tick if attached</p> <p><input type="checkbox"/></p>

4.3 Price Information

Respondents must complete the following “Price Schedule”. Before completing the Price Schedule, Respondents should ensure they have read this entire Request for Tender.

4.3.1 Price Basis

Prices provided should be based on the following;

- I. Part A – Supply of the plant as specified **less** the trade-in value on the existing plant.
- II. Part B – Supply of the plant as specified without trade-in of the existing plant.
- III. Part C – Servicing costs for the three (3) year warranty period. This will be based on number of hours on the machine.

The Bunbury-Harvey Regional Council will either choose Part A or B of the tender submission along with Part C for servicing requirements.

All prices are to be on a fixed price basis.

4.3.2 Price Schedule

Part A – Supply of Plant and Provision for Trade-in

No	Service Description	Price Tendered (ex GST)	GST	Price Tendered (inc GST)
1	Supply and delivery on site to the Wellington Regional Compost Facility.	\$	\$	\$
2	Training in the operation and routine maintenance on site at the Wellington Regional Compost Facility.	\$	\$	\$
3	Three (3) Year warranty – covering all parts and labour on site at the Wellington Regional Compost Facility.	\$	\$	\$
	SUB TOTAL (A)	\$	\$	\$
	Trade in value offered by the Respondent on the existing plant (B)	\$	\$	\$
	LUMP SUM TOTAL (A minus B)	\$	\$	\$

Part 4 – COMPLETE AND RETURN THIS PART

Part B Supply of Plant Only

No	Service Description	Price Tendered (ex GST)	GST	Price Tendered (inc GST)
1	Supply and delivery on site to the Wellington Regional Compost Facility	\$	\$	\$
2	Training in the operation and routine maintenance on site at the Wellington Regional Compost Facility.	\$	\$	\$
3	Three (3) Year warranty – covering all parts and labour on site at the Wellington Regional Compost Facility.	\$	\$	\$
	LUMP SUM TOTAL	\$	\$	\$

Part C Servicing

Respondents are to provide servicing costs as per the log book requirements based on the number of hours that the machine is in operation. The machine is estimated to be used approximately 1, 900 hours per annum. Prices provided are to be to service the machine on site at the Wellington Regional Compost Facility.

!! Responents can expand this table and provide other service information or costs as needed but **MUST** label these within their submission as **Part C - Servicing**.

No	Service Description	No. of hours on machine	Price Tendered (ex GST)	GST	Price Tendered (inc GST)
1			\$	\$	\$
2			\$	\$	\$
3			\$	\$	\$
4			\$	\$	\$
5			\$	\$	\$

Part 4 – COMPLETE AND RETURN THIS PART

6			\$	\$	\$
7			\$	\$	\$
8			\$	\$	\$
9			\$	\$	\$
10			\$	\$	\$
	LUMP SUM TOTAL		\$	\$	\$

END OF DOCUMENT