



REQUEST FOR QUOTATION

Narrogin Caravan Park Ablution Block 1 Renovation

Request for Quotation (RFQ):	Narrogin Caravan Park Ablution Block 1 Renovation
Deadline:	2:00pm Friday 22 February 2019
Address for Delivery:	Email: rfq@narrogin.wa.gov.au Contact: Technical Officer Tabitha Nicholls Phone: 9890 0900 <u>Email must be received by:</u> 2:00pm Friday 22 February 2019
RFQ Number:	RFQ 18/19-07

TABLE OF CONTENTS

1. DESCRIPTION OF WORK	3
2. WORK GUIDELINES	3
3. TIMEFRAME	3
4. NON-CONFORMANCE	5
5. PERFORMANCE	5
6. CONTRACTOR OH&S OBLIGATIONS	6
7. SELECTION CRITERIA	7
<u>8. NARROGIN REGIONAL PRICING POLICY</u>	<u>8</u>
9. LODGEMENT/ACCEPTANCE OF TENDER	8
10. CONTRACTOR’S OFFER	9
10.1 OFFER FORM.....	9
10.2 RESPONSE.....	12
10.2.1 <i>Referees NOT REQUIRED FOR THIS QUOTE</i>	12
10.2.2 <i>Subcontractors</i>	12
10.2.3 <i>Conflicts Of Interest</i>	12
10.2.4 <i>Insurance Coverage</i>	12
11. SUBMISSION CHECKLIST	

1. DESCRIPTION OF WORK

Request for quotes are being sought from suitably qualified contractors to upgrade the ablution block located at the Narrogin Caravan Park.

This project includes:

Concrete roofing repairs and resealing;

Renovation on main block tiling and fixtures; and

Fit out of accessible toilet area attached to this block.

Please see more detailed information below.

For this project you do not have to quote on the entire job, you may quote on separate sections that apply to you.

Please mark it clearly on your submission.

2. WORKS GUIDELINES

Contractors are required to view the site in person prior to submitting a quote to familiarise themselves with the site.

Site Meetings must be held between 8 February 2019 and 15 February 2019

Please contact Tabitha Nicholls on 9890 0900 or via to1@narrogin.wa.gov.au to arrange an appointment.

Contractors who do not view the site with the principal in attendance will be ineligible to be considered if they submit a quote for this project.

2.1 Site Specific Details: Ablution Block 1 Mens Internal

- Remove and dispose of all wall and floor tiles
- Supply and install R12 rated non-slip ceramic floor tiles to existing areas
- Supply and install standard wall tiles to existing areas
- Floor tiles to be carried through to storage room
- Supply and install inverted tile soap holders to shower stalls
- Supply and install new doors to shower stalls
- New doors to be painted in water proof sealant
- Supply and install new slated bench seat in main area (to match bench in ladies)
- Shower bench seats and new bench to be re-coated in water proof sealant
- Remove and dispose of wired glass window panels
- Supply and install new obscured Perspex window panels to match existing
- All floor waste covers to be replaced with new metal covers

2.2 Site Specific Details: Ablution Block 1 Ladies Internal

- Remove and dispose of all wall and floor tiles
- Supply and install R12 rated non-slip ceramic floor tiles to existing areas
- Supply and install standard wall tiles to existing areas
- Supply and install inverted tile soap holders to shower stalls
- Supply and install new doors to shower stalls
- New doors to be painted in water proof sealant
- Shower benches and main area bench to be re-coated in waterproof sealant
- Supply and install 2x double GPOs to wall above sink benches
- Remove and dispose of wired glass window panels
- Supply and install new obscured Perspex window panels to match existing
- All floor waste covers to be replaced with new metal covers

2.3 Site Specific Details: Concrete Roofing Repairs

- Remove and dispose of damaged spalling sections of the concrete ceiling by sand-blasting the spalling areas
- Treat any rust on the exposed reinforcing steel – both the underside and the top of the concrete roof
- Re-plaster all cracked and spalling concrete to internal ceiling, external roofing and underside of the eaves
- Remove and replace new galvanised sheet metal drip control strips
- Resurface the roof with bituminous or polyurethane products
- Re-paint the underside of the roof including the internal ceilings and underside of the eaves

2.4 Site Specific Details: Universal Accessible toilets

- Internal fit out as per plans attached
- Install new 1200mm wide concrete path from door to kerb
- Fixtures are to be compliant with AS1428.1

General Specifications:

- **Tile and paint colour to be the decision of the Shire**

3. TIMEFRAME

Works are to be completed between:

1 March 2019 and 31 March 2019

OR

1 May 2019 and 31 May 2019

The ablution block must be accessible to the public during the month of April

Should the successful contractor fail to complete the works within the required timeframe listed above, a penalty of \$100 per day thereafter will be applied and deducted from the final bill. Any and all delays are to be communicated to the Principals representative. Only acceptable delays are for severe weather events or Shire failure to prepare the site. A written extension for the completion of works can be applied for by the contractor to the Principal.

4. NON-CONFORMANCE

4.1 *Non-Conformance of Works*

All works shall comply with the works specification provided. Should the contractor require any clarification during works then please contact Technical Officer Tabitha Nicholls

The Contractor will not be paid for non-conforming works.

4.2 *Non-Conformance of Plant, Equipment and Staff*

The Contractor shall ensure that all plant, equipment and staff directed to the site will be suitable or qualified to carry out works under this contract.

Should the plant, equipment and staff be deemed unsuitable, then Council reserves the right to stop works until such time as the non-conforming aspects are rectified.

The contractor shall do everything necessary to ensure that plant and equipment are delivered to site in good working and safe order so that the possibility of breakdowns are minimised. Should the Contractor knowingly supply plant or equipment which is sub-standard, unsuitable for the specified task or faulty then Council may reject the plant or equipment as above.

All Staff used by the Contractor for the completion of the works under this contract shall be competent and fully trained in all aspects of the operation of the plant and equipment. Should it be apparent that the operator(s) of the plant or equipment are not competent Council may call for a replacement operator or reject the operator as above.

5. PERFORMANCE

The Contractor shall perform the works under this contract in an expert, efficient and courteous manner. The Contractor at all times is to refer to any comments or discrepancies to Council's Representative for resolution.

The Contractor is expected to carry out the requirements of this contract with a high degree of personal and public safety at all times.

6. CONTRACTOR OH&S OBLIGATIONS

The Shire of Narrogin acknowledges that it has a Duty of Care obligation under the Occupational Safety and Health Act 1984 to provide to all its employees (including contractors and their employees) a safe workplace and safe system of work.

It is therefore required that Contractors carrying out any work for the Shire will comply with the Shire's Occupational Safety and Health Policies and Procedures. A copy of the Shire's OS&H Handbook is located on the Shire's website www.narrogin.wa.gov.au. The contractor is to download the Shires OS&H Handbook and comply with its contents. The contractor must also comply with the below safety points but not limited to:

- The Contractor, its employees and sub-contractors having all necessary current licences appropriate to the work being provided;
- The Contractor must ensure that all their staff and sub-contractors have been trained in the safe use and operation of plant and equipment that they are required to operate in carrying out their work;
- Wearing appropriate and necessary personal protective equipment when carrying out any work duties;
- Ensuring that all plant and equipment used in carrying out those duties are regularly maintained and are in safe working condition;
- All necessary plant and equipment have all the necessary guards in place and meet all the requirements of Occupational Safety and Health Regulations 1996, and any appropriate Australian Standards pertaining to the equipment used or the type of work being carried out;
- Traffic management for works is the responsibility of the contractor and must comply with current Main Roads specifications
- The Contractors Workers Compensation Policy and Public Liability Policy appropriately covers contractor's employees that are engaged in working on the contract; and
- **Copies of all insurance certificates of currency and licences are required to be provided prior to the commencement of the contract.**

7. SELECTION CRITERIA

The following criteria will be taken into consideration in determining the successful Contractor:

Value for Money (Price) Lump Sum excluding GST.	50%
Completion date for works	10%
<p>OSH</p> <p>Contractors must submit the following documentation:</p> <ol style="list-style-type: none"> 1) OS&H policy document or charter document for the Contractors company 2) Safe Working Method Statements (SWMS) or Job Safety Analysis (JSA) for all machinery used in this RFQ. i.e. dozer, truck, front end loader, working at heights etc. 3) SWMS or JSA for all tasks performed in this RFQ i.e. gravel pushing 4) Photo copies of Construction Industry Safety Awareness Cards (or Blue/White Cards) for any contractor/employee that will be working on this RFQ. <p>*Each piece of supporting documentation has a value of 7.5%. If all 4 supporting documents are supplied then 30% is awarded. If 3 supporting documents are supplied the score will be 22.5% etc. If no supporting OSH document are supplied, the 0% awarded AND this will be a non-compliant submission.</p>	30%
Previous Work Experience	10%

Please note that the Shire of Narrogin will not be submitting a price for part of this work as per the *Local Government (Functions & General Regulations) Clause 14(4) (d)*.

8. SHIRE OF NARROGIN REGIONAL PRICING POLICY

The price preference will apply to suppliers who are based in, and operate from the preference region in relation to all purchasing by the Shire for the supply of goods and services and construction (building) services, unless specifically stated otherwise, providing they are competitive in regard to specification, service, delivery and price. NOTE: The Regional Pricing Policy is in accordance with current Shire policies and is available up on request.

9. LODGEMENT/ACCEPTANCE OF QUOTE

Quotes are to be received no later than **2:00 pm Friday 22 February 2019**

All quotes are to be received by email to: rfq@narrogin.wa.gov.au

Contact person – Tabitha Nicholls

Principal Representative: Executive Manager Azhar Awang

The Shire shall not be bound to accept the lowest or any quote. The quote is deemed to be accepted when the Shire provides written notification of such acceptance to the successful Contractor.

10. CONTRACTOR'S OFFER

10.1 OFFER FORM

CHIEF EXECUTIVE OFFICER
SHIRE OF NARROGIN
PO Box 1145
NARROGIN WA 6312

I/We

Name: BLOCK LETTERS]: _____

Address: _____

ABN/GST Status: _____ **ACN (if any):** _____

Telephone No: _____

Email: _____

In response to **RFQ 18/19-07 Narrogin Caravan Park Ablution Block 1 Renovation**

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 of Responding contained in this Request signed and completed.

The quoted price is valid for up to three (3) months from the date of the Request closing unless extended on mutual agreement between the Principal and the Respondent in writing.

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

Dated this: _____ day of _____ 2019

Signature of authorised Signatory of Respondent:	
Name of Authorised Signatory	
Position:	
Address:	

Site Specific Details:

Ablution Block 1 Mens Internal

- Remove and dispose of all wall and floor tiles \$_____
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- Supply and install standard wall tiles to existing areas \$_____
- Floor tiles to be carried through to storage room \$_____
- Supply and install inverted tile soap holders to shower stalls \$_____
- Supply and install new doors to shower stalls \$_____
- New doors to be painted in water proof sealant \$_____
- Supply and install new slated bench seat in main area (to match bench in ladies) \$_____
- Shower bench seats and new bench to be re-coated in water proof sealant \$_____
- Remove and dispose of wired glass window panels \$_____
- Supply and install new obscured Perspex window panels to match existing \$_____
- All floor waste covers to be replaced with new metal covers \$_____

Ablution Block 1 Ladies Internal

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- Supply and install R12 rated non-slip ceramic floor tiles to existing areas \$_____
- Supply and install standard wall tiles to existing areas \$_____
- Supply and install inverted tile soap holders to shower stalls \$_____
- Supply and install new doors to shower stalls \$_____
- New doors to be painted in water proof sealant \$_____
- Shower benches and main area bench to be re-coated in waterproof sealant \$_____
- Supply and install 2x double GPOs to wall above sink benches \$_____
- Remove and dispose of wired glass window panels \$_____
- Supply and install new obscured Perspex window panels to match existing \$_____
- All floor waste covers to be replaced with new metal covers \$_____

Concrete Roofing Repairs

- Remove and dispose of damaged spalling sections of the concrete ceiling by sand-blasting the spalling areas \$_____
- Treat any rust on the exposed reinforcing steel – both the underside and the top of the concrete roof \$_____
- Re-plaster all cracked and spalling concrete to internal ceiling, external roofing and underside of the eaves \$_____
- Remove and replace new galvanised sheet metal drip control strips \$_____
- Resurface the roof with bituminous or polyurethane products \$_____
- Re-paint the underside of the roof including the internal ceilings and underside of the eaves \$_____

Universal Accessible toilets

- Internal fit out as per plans attached \$_____
- Install new 1200mm wide concrete path from door to kerb \$_____
- Fixtures are to be compliant with AS1428.1

PLEASE STATE YOUR LUMP SUM PRICE HERE EXCLUDING GST

\$.....

10.2 RESPONSE

The following checklist has been provided to assist you with your submission. Where it is necessary to provide additional information please ensure that all documents are clearly marked with the relevant Attachment title to assist the evaluation.

10.2.1 Referees NOT REQUIRED FOR THIS QUOTE

10.2.2 Subcontractors

If you intend to subcontract any of the requirement of this work out, please attached their details labelled “**Subcontractors**”, including:

- (a) the name, address and the number of people employed; and
- (b) the Requirements that will be subcontracted

10.2.3 Conflicts Of Interest

Please provide notification of any actual or potential conflict of interest which may arise during this contract which may affect your performance or your obligations under the Contract.

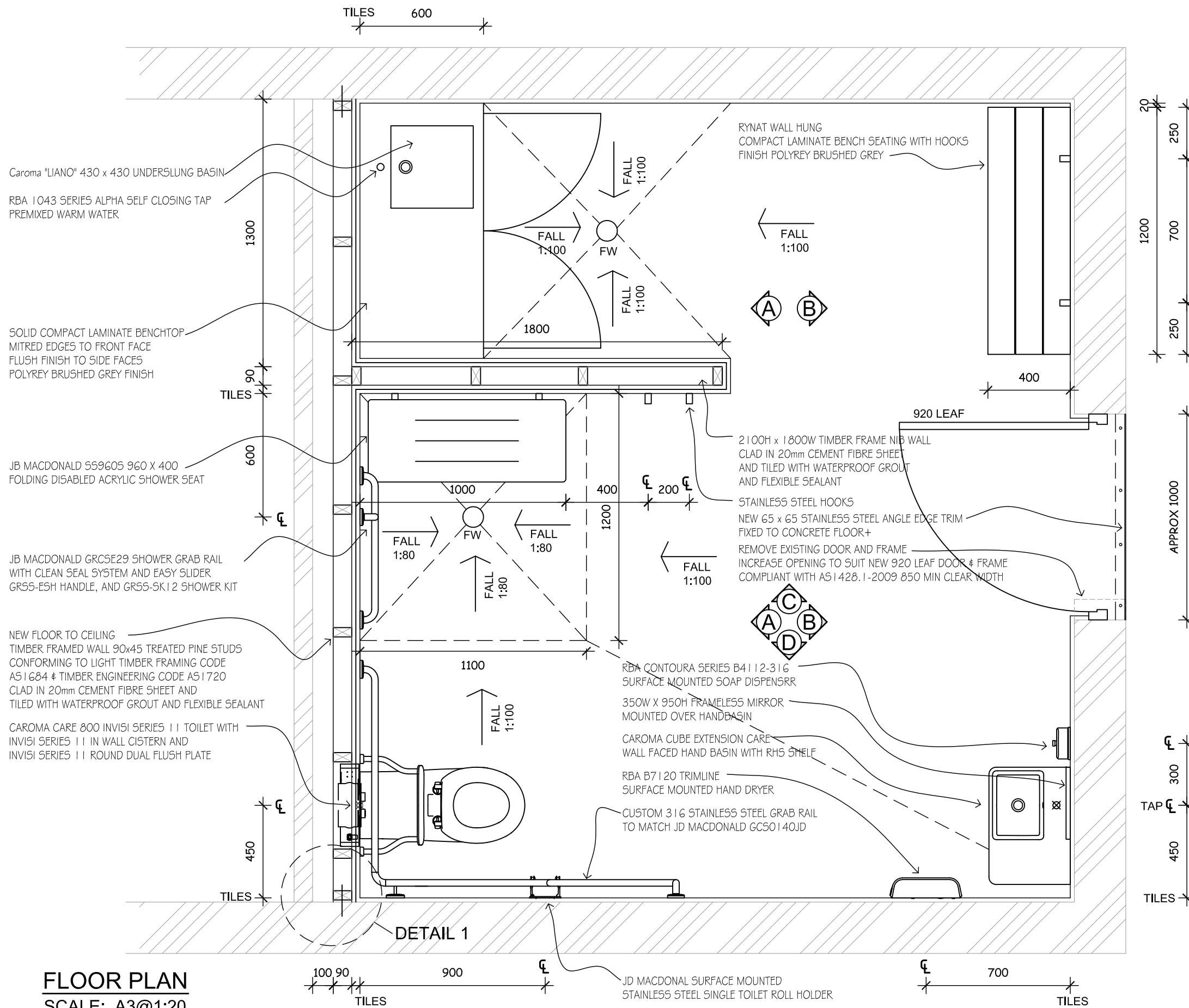
10.2.4 Insurance Coverage

The insurance requirements for this Request are stipulated in the Special Conditions. Respondents are to supply evidence of their insurance coverage in a format as outlined below or in an attachment labelled “**Insurance Coverage**”. A copy of the Certificate of Currency is to be provided to the Principal within 10 days of acceptance.

Type	Insurer – Broker	Policy Number	Value (\$)	Expiry Date
Public Liability			\$10,000,000	
Workers Compensation			As required by law at the time of contract	

10. QUOTE SUBMISSION CHECKLIST – Please complete and return with your submission

Description	Submitted
Completed Offer Form	Yes / No
Completion Date Acceptance	Yes / No
OSH Documents	Yes / No
Previous Work Experience examples	Yes / No
Referees – Name & Contact number	Yes / No
Subcontractor Information	Yes / No
Conflicts of Interest Notification	Yes / No
Insurance Coverage	Yes / No



ALL DIMENSIONS & LEVELS MUST BE CONFIRMED ON SITE PRIOR TO THE COMMENCEMENT OF WORK. ANY DISCREPANCIES MUST BE REPORTED TO THE DESIGNER IMMEDIATELY.

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REV	REVISION HISTORY	DATE
0	ISSUED FOR CONSTRUCTION	07/06/2018

NOTES:

SETOUT ALL FIXTURES AND FITTINGS TO COMPLY WITH AS1428.1-2009 ACCESS AND MOBILITY STANDARDS

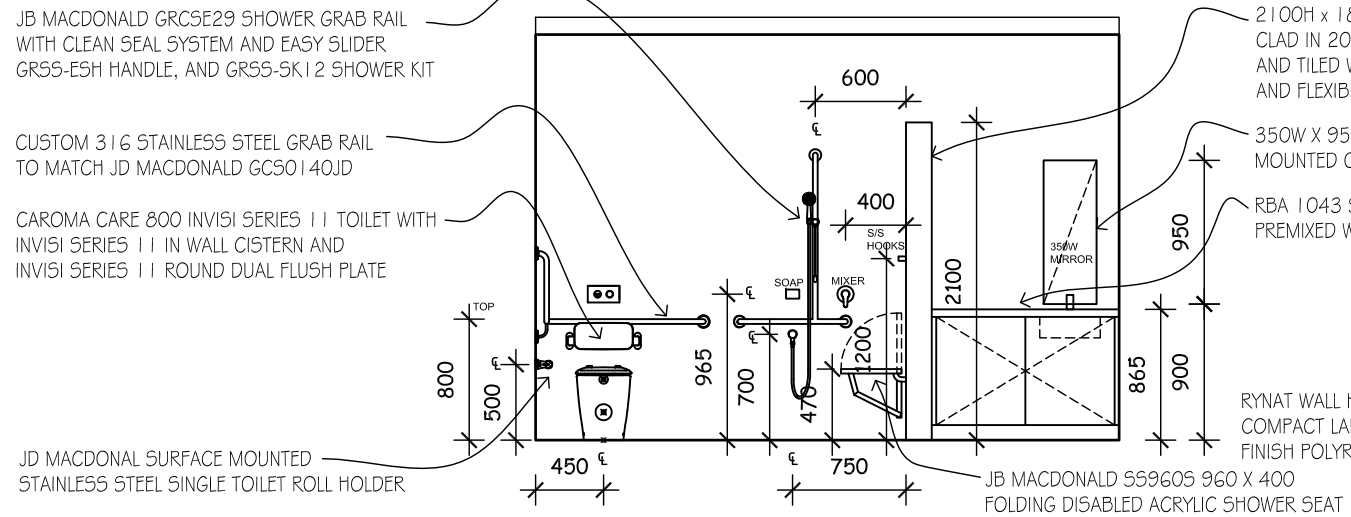
NEW MIN 15mm THICK BONDED SCREED LAID TO ACHIEVE FALLS AS INDICATED WITH R12 NON-SLIP FLOOR TILES

**PROPOSED
CARAVAN PARK
ACCESSIBLE WC & BABY CHANGE
FOR
TOWN OF NARROGIN**

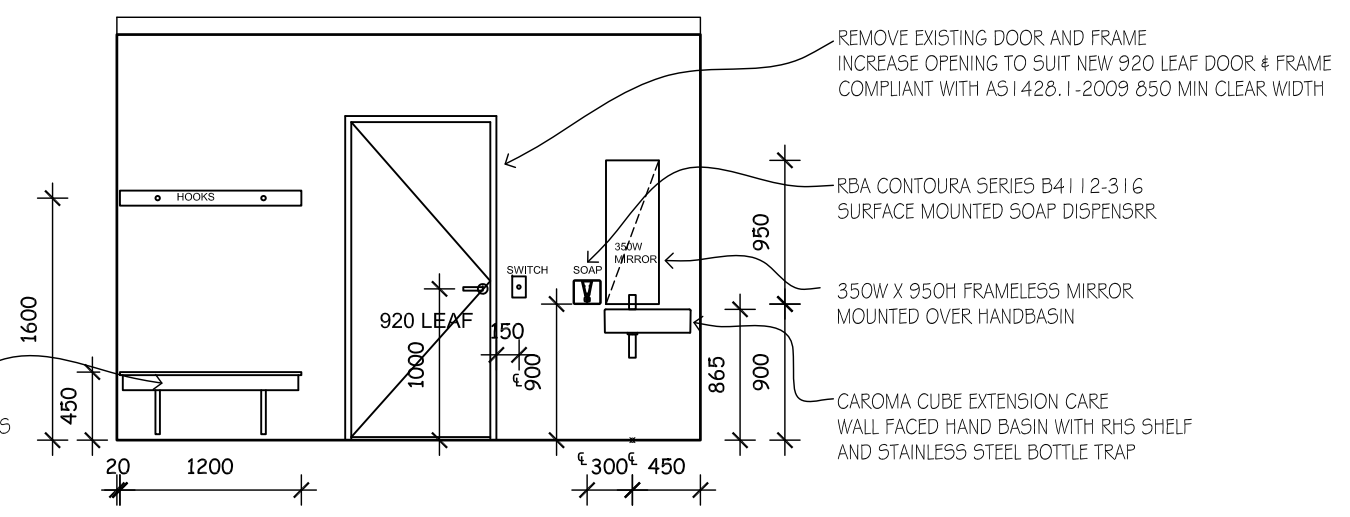


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design@codezed.com.au

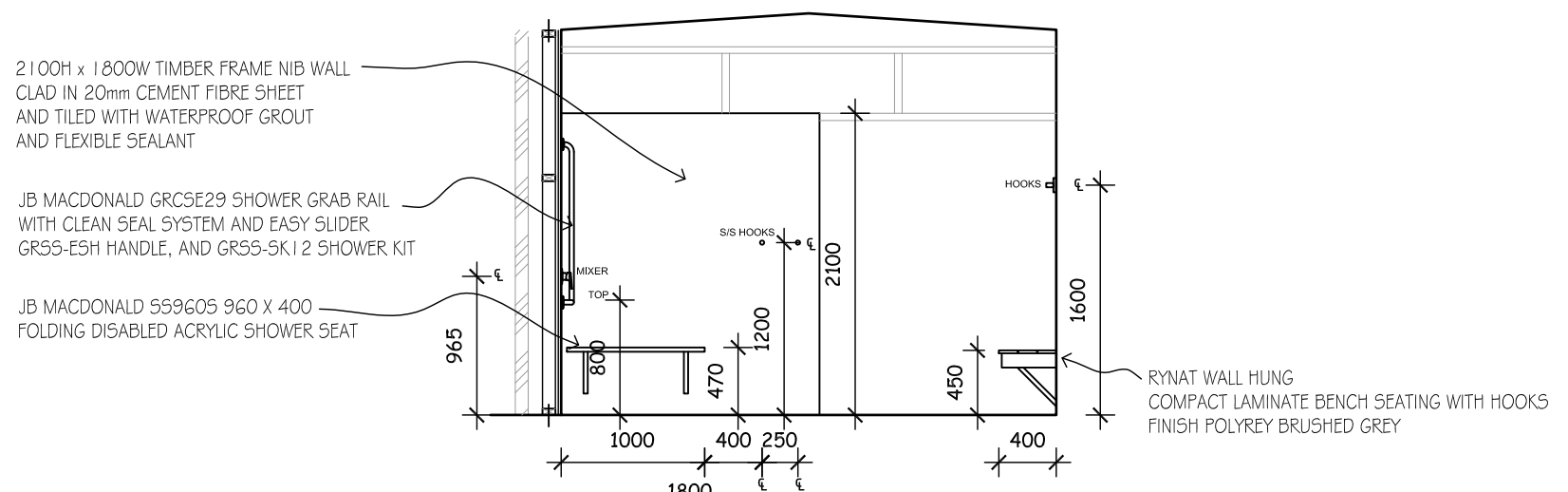
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Designed: AG	Date: JUNE 2018
Drawn: AG	Checked:
Rev: 0	Dwg No: A01



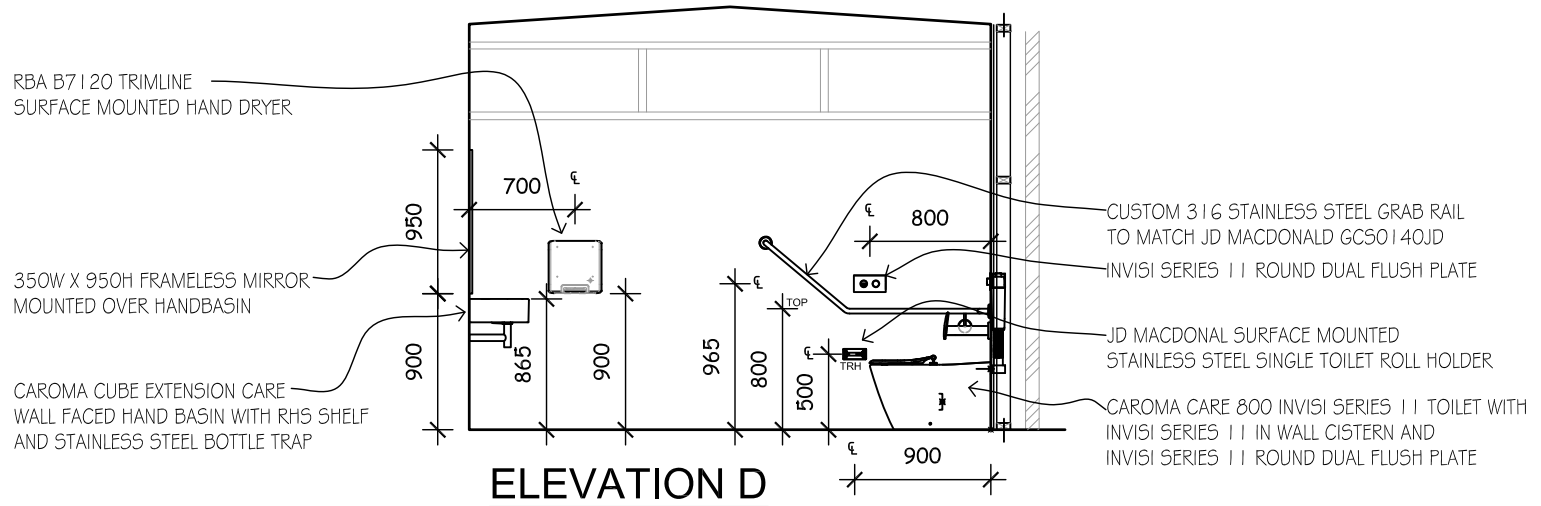
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SCALE: A3@1:50



ELEVATION B
SCALE: A3@1:50



ELEVATION C
SCALE: A3@1:50



ELEVATION D
SCALE: A3@1:50

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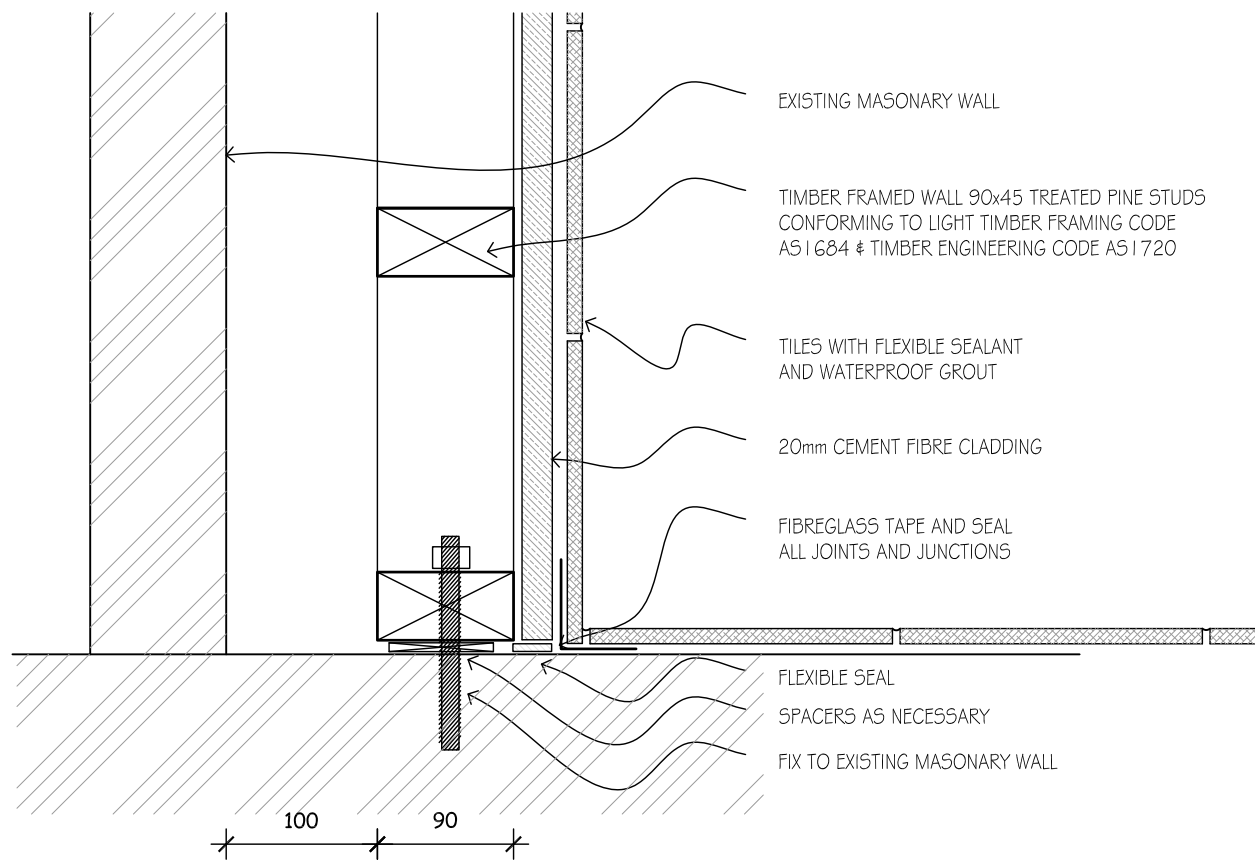
NOTES:
SETOUT ALL FIXTURES AND FITTINGS TO COMPLY WITH AS1428.1-2009 ACCESS AND MOBILITY STANDARDS

NEW MIN 15mm THICK BONDED SCREED LAID TO ACHIEVE FALLS AS INDICATED WITH R12 NON-SLIP FLOOR TILES

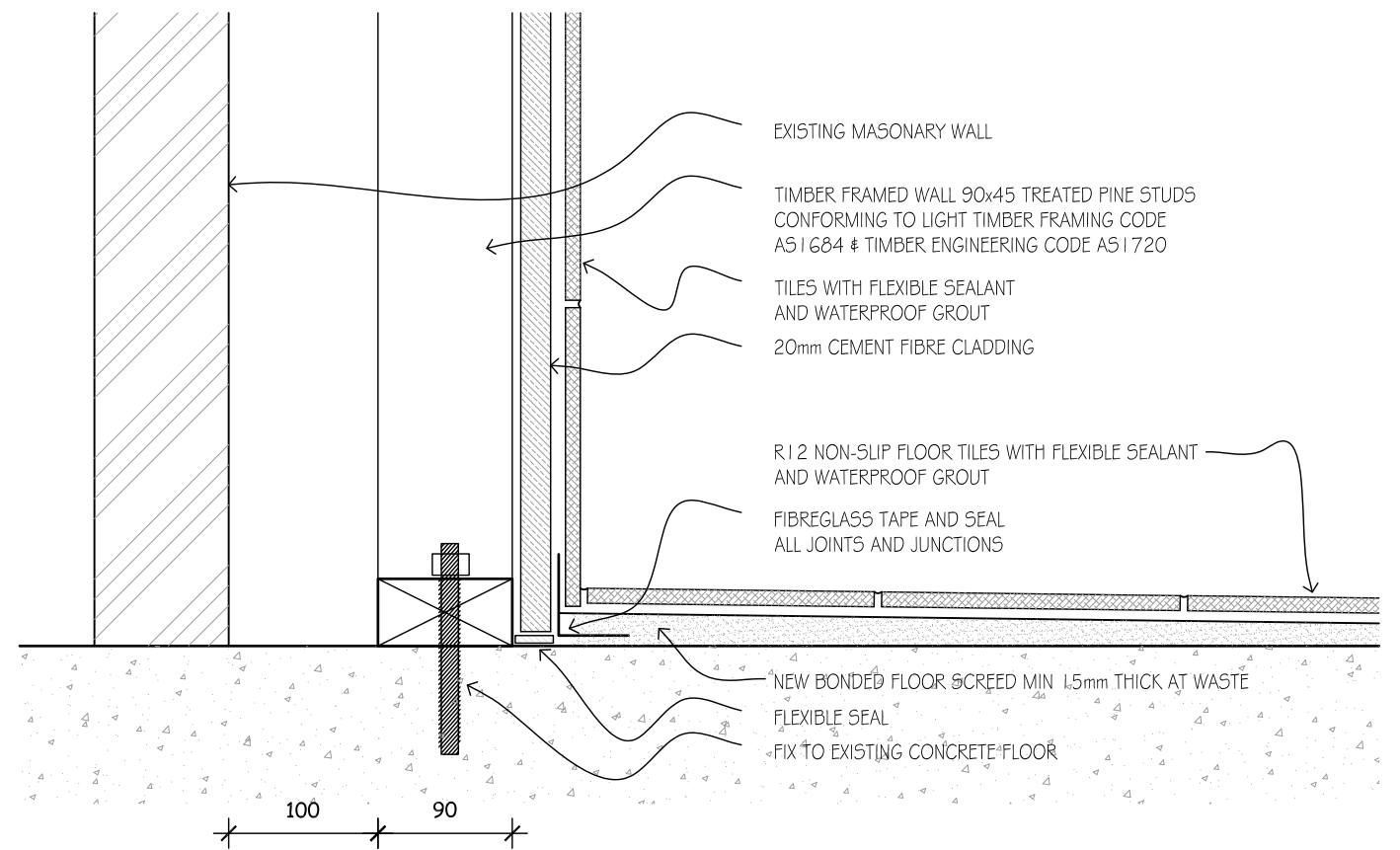
**PROPOSED
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ACCESSIBLE WC & BABY CHANGE
FOR
TOWN OF NARROGIN**

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Mob: 0403 900 544
design@codezed.com.au

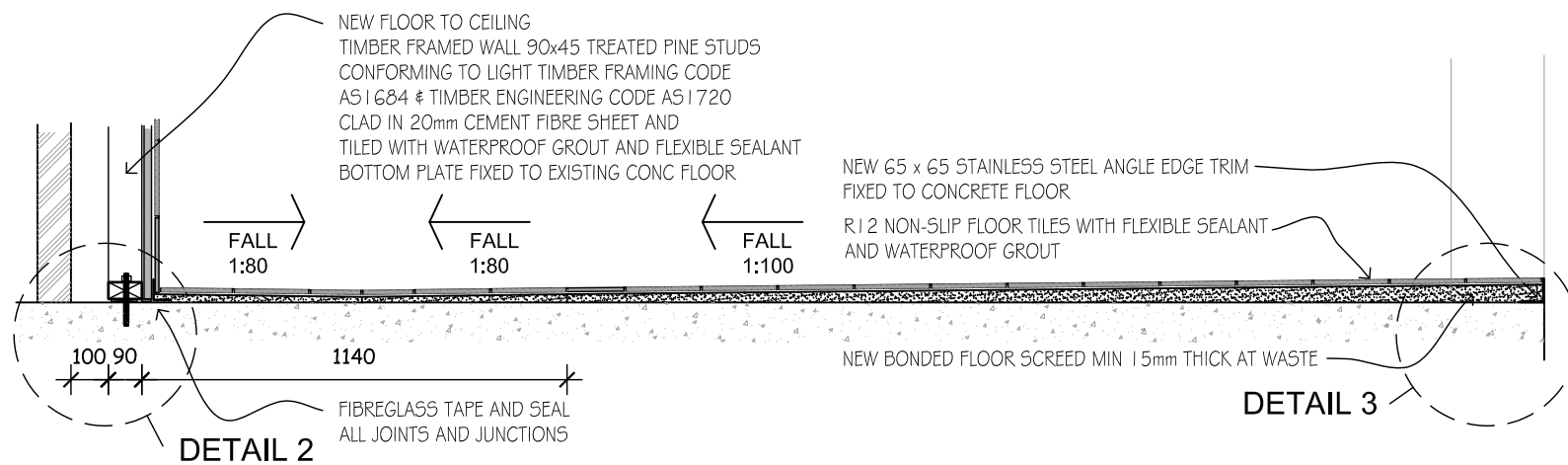
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Designed: AG	Date: JUNE 2018
Drawn: AG	Checked:
Rev: 0	Dwg No: A02



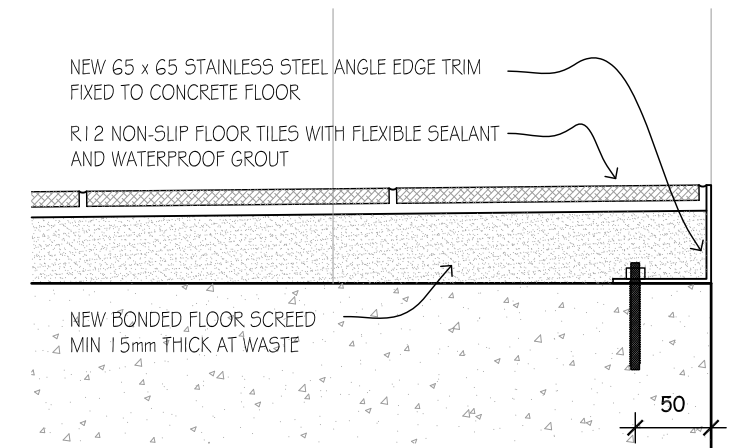
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SECTION DETAIL 2
SCALE: A3@1:5



FLOOR SECTION
SCALE: A3@1:20



SECTION DETAIL 3
SCALE: A3@1:5

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