



**Bulloo**  
Shire

## **PART 2**

### **SPECIFICATION**

<b>Request for Tender (RFT):</b>	Register of Pre-qualified Suppliers 2025
<b>Closing Time:</b>	4:00pm on Tuesday, 25 <sup>th</sup> February 2025
<b>RFT Number:</b>	T2024-2025-111

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## 1. INTRODUCTION

Council would like to invite suppliers to submit a Tender for inclusion onto the Bulloo Shire Council's Register of Pre-qualified Suppliers (RoPS) under one (1) or more of the categories within the register, and as listed under section 3 below. In particular:

- a) Suppliers who respond to this opportunity may be added to the RoPS if they are evaluated (in the opinion of Council) as meeting all requirements of the Tender;
- b) Inclusion onto the RoPS does not provide any guarantee of work with Council;
- c) Council may, at its sole discretion, by public tender re-advertise the RoPS during the term of this arrangement;
- d) This RoPS term of arrangement is from the 1<sup>st</sup> April 2025.
- e) Suppliers on the existing RoPS will need to resubmit relevant Certificate of Currency's and Schedule of Rates under this Request for Tender to remain on the RoPS.

Council has determined that the development of local business is a core responsibility. Therefore, we can apply the 'buy local' culture while still complying with the relevant legislation we need to set up the pre-qualified supplier register.

## 2. BACKGROUND INFORMATION

A Register of Pre-qualified Suppliers is generated in order for Council to:

- a) Efficiently procure specific services or goods that are required by Council;
- b) Reduce the annual cost of procurement to Council; and
- c) Develop collaborative working relationships with local suppliers and achieve value for money outcomes.

Tenderers are to submit Tenders for their own organisation only.

Please complete the Schedule of Rates as specified in Part 3 – Tenderer's Submission Form for each category tendered where applicable.

All pricing schedules completed shall include Goods and Services Tax (GST) as per the schedules.

Acceptance by Council of the Tenderer's submission shall not be a guarantee of work.

### 3. PARTICULARS OF GOODS AND / OR SERVICES

The supply categories for this Tender are:

- a) Provision of electrical, plumbing, and building trade services;
- b) Provision of mechanical and air-conditioning trade services;
- c) Provision of catering services;
- d) Provision of embroidery and fabric repair services;
- e) Provision of painting services;
- f) Provision of labour hire services;
- g) Provision of gravel crushing services;
- h) Provision of concreting services;
- i) Supply of goods and materials;
- j) Provision of small fleet vehicles; and
- k) Provision of plant hire services.

#### PROVISION OF ELECTRICAL, PLUMBING AND TRADE SERVICES

##### 3.1 Electrical

Electrical services shall consist of routine maintenance work and new work as may be required at any Council premises located within the shire area. All applicants must be suitably qualified and hold current licences and certifications in accordance with State and Commonwealth legislation and standards.

Contractors working for Bulloo Shire Council (BSC) shall only commence work at a BSC worksite after successful completion of a BSC Contractor Induction. Only one induction will be required for each operator for each particular worksite.

All electrical work shall comply with relevant standards.

Applicants are requested to provide quotes for labour charges on an hourly basis and overtime rates (on-call rates). Price to include all small plant, vehicles and equipment required to complete the work, price must include all mobilisation, demobilisation and travel costs within the township of Thargomindah.

##### 3.2 Plumbing

Plumbing services shall consist of routine maintenance work and new work as may be required at any Council premises located within the shire area. All applicants must be suitably qualified and hold current licences and certifications in accordance with State and Commonwealth legislation and standards.

Contractors working for Bulloo Shire Council (BSC) shall only commence work at a BSC worksite after successful completion of a BSC Contractor Induction. Only one induction will be required for each operator for each particular worksite.

Applicants are requested to provide quotes for labour charges on an hourly basis and overtime rates (on-call rates). Price to include all small plant, vehicles and equipment required to complete the work, price must include all mobilisation, demobilisation and travel costs within the township of Thargomindah.

### **3.3 Building Maintenance, Carpentry/Joinery, Fencing and Other Trade Services**

Building and carpentry services shall consist of routine maintenance work and new work as may be required at any Council premises located within the shire area. All applicants must be suitably qualified and hold current licences and certifications in accordance with State and Commonwealth legislation and standards.

Contractors working for Bulloo Shire Council (BSC) shall only commence work at a BSC worksite after successful completion of a BSC Contractor Induction. Only one induction will be required for each operator for each particular worksite.

Applicants are requested to provide quotes for labour charges on an hourly basis and overtime rates (on-call rates). Price to include all small plant, vehicles and equipment required to complete the work, price must include all mobilisation, demobilisation and travel costs within the township of Thargomindah.

### **3.4 Provision of Mechanical and Air Conditioning Trade Services**

Mechanical and air conditioning services shall consist of routine maintenance work and new work as may be required at any Council premises located within the shire area. All applicants must be suitably qualified and hold current licences and certifications in accordance with State and Commonwealth legislation and standards.

Contractors working for Bulloo Shire Council (BSC) shall only commence work at a BSC worksite after successful completion of a BSC Contractor Induction. Only one induction will be required for each operator for each particular worksite.

Applicants are requested to provide quotes for labour charges on an hourly basis and overtime rates (on-call rates). Price to include all small plant, vehicles and equipment required to complete the work, price must include all mobilisation, demobilisation and travel costs within the township of Thargomindah.

### **3.5 Provision of Catering Services**

This service includes the provision of plates of food and meals for official Council business such as on Council meeting days, for other meetings and training, and for visiting dignitaries.

### **3.6 Provision of Embroidery and Fabric Repair Services**

This includes the repair of all fabrics such as clothing, canvas, and plastics/tarpaulins, as well as the embroidering of designs on uniforms and other goods owned by Council.

### **3.7 Provision of Painting Services**

Painting services includes the internal and external surfaces of Council buildings, line marking, detailed edging work, and minor repairs and touch-ups.

Contractors working for Bulloo Shire Council (BSC) shall only commence work at a BSC worksite after successful completion of a BSC Contractor Induction. Only one induction will be required for each operator for each particular worksite.

### **3.8 Provision of Labour Hire Services**

This includes short-term labour hire services.

Contractors working for Bulloo Shire Council (BSC) shall only commence work at a BSC worksite after successful completion of a BSC Contractor Induction. Only one induction will be required for each operator for each particular worksite.

### **3.9 Provision of Gravel Crushing Services**

This includes the crushing and sorting of all quarry materials and transport to Council designated storage pits.

### **3.10 Provision of Concreting Services**

Concreting services include pouring foundations, constructing other works, stencilling, rendering, and other minor repair works and jobs.

Contractors working for Bulloo Shire Council (BSC) shall only commence work at a BSC worksite after successful completion of a BSC Contractor Induction. Only one induction will be required for each operator for each particular worksite.

### **3.11 Supply of Goods and Materials**

The supply of goods and materials is to be tendered by the following categories:

- a) Fuel and Gas;
- b) Hardware and Gardening Supplies;
- c) Building Materials;
- d) Electrical Materials;
- e) Plumbing Materials;
- f) Food and General Consumables;
- g) Mechanical Parts;
- h) Stationery and Office Supplies.

### **3.12 Provision of Small Fleet Vehicles**

The supply of new small plant, utilities, cars and sports utility vehicles to Council with requested attachments such as tow bars, bull bars, UHF radios.

## **PROVISION OF PLANT HIRE SERVICES**

### **3.13 Scope**

This service covers the supply of plant hire machinery, equipment and related accessories. This Specification and the Schedule of Rates allows for wet or dry hire.

### **3.14 Definitions**

"DRY HIRE" means where the plant is provided to Council without the provision of an operator for the plant/equipment.

"WET RATE" is the rate to be applied where only the plant/equipment are on the site and the operator is operating the plant/equipment as directed and to the satisfaction of Council.

"STANDBY RATE" is the rate to apply when the plant/equipment is in full operating condition and available for operation, but Council does not require the use of the plant/equipment at that time.

### 3.15 Specification – Plant Hire

Contractors working for Bulloo Shire Council (BSC) shall only commence work at a BSC worksite after successful completion of a BSC Contractor Induction. Only one induction will be required for each operator for each particular worksite.

For specific specifications relating to individual plant types, refer to the Schedule of Rates in Part 3 – Tenderer's Submission Form.

All mobile plant supplied for use on Council job sites shall be conditionally registered or fully registered (whichever is required by law) and shall have appropriate Queensland Police permits if required.

All plant attachments charged above the standard hourly rate for the base machine (i.e. Hammers, augers, rippers, compaction wheels, brooms etc.) can only be charged for the hours the attachment is used and not for the hours the attachment is onsite.

All operators supplied for use on Council job sites shall be fully competent and licensed where required. No trainee operators are to be supplied to work on Council job sites unless authorised in writing by Council prior to the commencement of each job, a reduced hire rate would be expected if a trainee operator is authorised and supplied.

Demonstrated competency for earthmoving plant items shall be by:

- a) An operator competency card for the operation of the particular plant item issued by a State Government Authority **PLUS** a covering letter from the Contractor stating the operator is deemed competent for that item of plant by their organisation; or
- b) A copy of a Certificate of Attainment for the operation of the particular plant item issued by a Registered Training Organisation (RTO) against the requirements of the National RII Resources and Infrastructure Industry Training Package; or
- c) A verification of Competency Certificate (VOC) provided by a Registered Training Organisation for the operation of the particular plant item for the above package (8B).

All Contractors and their workers shall comply with the requirements of the Heavy Vehicle National Law Act 2012 and all associated regulations.

Travel shall only be charged for the days the actual plant item hired is moved to and from the job site. For example, if an item of plant is hired for multiple days of work and the plant is left on site each night, travel shall only be charged once per week.

Should the successful Contractor cause delays to Council operations through poor performance or other reasons not reasonably acceptable to Council, Council may issue a written notice to the Contractor and a written explanation into the cause of the delay will be required.

Should Council issue three or more written notices to the Contractor during the Contract period then the Contract with the offending Contractor may be terminated at Council's discretion.

Council shall not pay for meal breaks or periods of hire where plant is not able to be used due to break-downs or other instances that are not caused by Council i.e. delays in the Contractor providing the necessary transport at the required time etc.