



Request for Quotation

Request for Quotation:	<i>Supply and Delivery of 1 x New Construction Loader and/or Outright Purchase of 1 x 2015 John Deere 624K Loader</i>
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Deadline:	<i>12.00pm, Wednesday 13 September 2023</i>
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Address for Delivery:	<i>Responses shall be submitted through WALGAs eQuotes Electronic Portal. (https://www.vendorpanel.com.au)</i>
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RFQ Number:	<i>RFQ 02-2023</i>
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Table of Contents

Contents

1	Conditions of Responding	3
1.1	Contract Requirements in Brief	3
1.2	Definitions	3
1.3	Contact Persons	4
1.4	Briefing/Site Inspection	4
1.5	Selection Criteria	4
1.6	Principal's Policies That May Affect Selection	4
1.7	Lodgement of Response and Delivery Method	5
1.8	Rejection of Responses	5
1.9	Acceptance of Responses	6
1.10	Response Validity Period	6
1.11	Alterations	6
1.12	Ownership of Responses	6
1.13	Canvassing of Officers	6
2	Specification	7
2.1.1	Supply and Delivery of 1 x New Construction Loader	7
2.1.2	Outright Purchase of 1 x 2015 John Deere Loader 624K	9
3	General Conditions of Contract	10
4	Respondent's Offer	11
4.1	Offer Form	11
4.2	Selection Criteria	12
4.2.1	Compliance Criteria	12
4.2.2	Qualitative Criteria	12
4.3	Weighted Price Criteria	13
4.4	Price Information	13
4.4.1	Price Schedule	14
5	Attachments	15
5.1.1	Photos – Outright Purchase of 1 x 2015 John Deere Loader	15
5.1.2	Vehicle licence registration – JP0019	15
5.1.3	WALGA Goods and Services Supply Conditions	15
5.1.4	WALGA Goods and Services Supply Procurement Form	15

1 Conditions of Responding

1.1 Contract Requirements in Brief

The Principal invites Responses in accordance with the terms and conditions of this Request and WALGA preferred supplier contract PSP009 Roads Infrastructure and Depot Services for the supply and delivery of 1 x new Construction Loader and/or the Outright Purchase of 1 x John Deere 624K Loader.

A full statement of the Goods/Services required under the proposed Contract appears in the Specification, Part 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 nominated in Part 3.
Offer:	Your Offer to be selected to supply the Requirements.
Principal:	The Shire of Jerramungup
Response:	Completed Offer, response to Selection Criteria and Attachments.
Requirement:	The Goods and/or Services requested by the Principal.
Request or RFQ or Request for Quotation:	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 listed below:

Name:	<i>Gordon Capelli</i>
Telephone:	<i>0400 219 073</i>
Email:	<i>worksmanager@jerramungup.wa.gov.au</i>

1.4 Briefing/Site Inspection

Respondents are requested to contact the person noted in Clause 1.3 if they wish to inspect the Outright Purchase of 1 x 2015 John Deere Loader 624K.

1.5 Selection Criteria

The selection criterion will consist of Compliance and Qualitative components.

The compliance criterion consists of non scoring elements and will not be point scored. The qualitative criterion are point scored with a predetermined point scoring system.

The Principal has adopted the best value for money approach to this Request. This means that, although price is considered, the Response containing the lowest price will not necessarily be accepted, nor will the offer ranked the highest on the Qualitative Criteria. **Price has a weighting of 80% and qualitative criteria has a weighting of 20%.**

The Contract may be awarded to the Respondent who best demonstrates the ability to provide quality products and or services at a competitive price. The quoted prices will be assessed together with the qualitative and compliance criteria to determine the most advantageous outcome to the principal.

1.6 Principal's Policies That May Affect Selection

The following policies may affect this selection:

AP3 – Regional Price Preference Policy

Respondents for the contract may be afforded a preference in accordance with the Shire's Regional Price Preference Policy AP3 – Management Practice: Procurement of Goods and Services.

Where possible goods should be purchased locally provided the local supplier's price is no more than 10% higher than the cheapest external quote, and the quality of goods is not affected. All local suppliers of the required goods should be given an opportunity to quote.

The following levels of preference will be applied under the Regional Price Preference Policy:

- a) Goods or services up to a maximum price reduction of \$50,000: 10% discount to businesses within the Shire of Jerramungup.
- b) Goods or services, including construction (building) services, up to a maximum price reduction of \$500,000, if the Council is seeking quotes for the provision of those goods or services for the first time, due to those good or services having been, until then, undertaken by the Council: 10% discount to businesses within the Shire of Jerramungup.

This policy can be found on the Shire website using the link below:

<https://www.jerramungup.wa.gov.au/council/document-centre/policies.aspx>

1.7 Lodgement of Response and Delivery Method

The Response is to be:

- a) lodged by the Deadline. and
- b) lodged electronically in eQuotes (<https://www.vendorpanel.com.au>)

Electronic mail responses, Hard copy responses and Responses Submissions submitted by facsimile will not be accepted.

1.8 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 at the place specified in the Request for Quotation; or
- c) it may be rejected if it fails to comply with any other requirements of the Request for Quote; or
- d) the Respondent does not submit an Offer form which has been completed.

No web links or hyperlinks will be considered as part of any submission.

1.9 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.

1.10 Response Validity Period

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

1.11 Alterations

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

1.12 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.

1.13 Canvassing of Officers

If a Respondent, whether personally or by agent, canvasses any of the Principal's Commissioners or Councillors (as the case may be) 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.

2 Specification

The Principal is seeking a suitable Supplier to supply and deliver 1 x new Construction Loader and/or Outright Purchase of 1 x 2015 John Deere Loader 624K.

2.1.1 Supply and Delivery of 1 x New Construction Loader

The new Construction Loader to be supplied is required to conform to the specification detailed below. Respondents may also submit alternatives within the range stated if they so wish.

ESSENTIAL REQUIREMENTS

- ◆ Diesel engine with an output 149-170 kw
- ◆ 2.7m³ pin on bucket with bolt on edge.
- ◆ .20.5r25 tyres
- ◆ Single lever joystick controls (hydraulic and F N R)

General Information

The new machine specifications must be no less than the Shire's current construction loader "John Deere 624K".

Consideration will be given to a Loader of similar size to Komatsu WA380-8 John Deere 624K or Volvo L70F.

Standard Equipment Requirements

- ◆ The cabin is to be weatherproof; sound suppressed and shall satisfy all current ROPS and FOPS regulations. The Loader shall comply in all other respects with current noise level legislation requirements.
- ◆ The cabin is to be provided with an effective factory fitted heavy-duty integrated air-conditioning system covered by the supplier and/or manufacturer's warranty.
- ◆ Suspension seat with adjustments for fore and aft movement, back tilt, lumbar, weight and height.
- ◆ Heater/demisters.
- ◆ All front and rear windows are to be provided with wipers and washers.
- ◆ Side and rear windows to be tinted.
- ◆ Rear view mirror inside cab
- ◆ An engine hour-meter is to be installed in cab.
- ◆ Lockable Master electrical disconnect switch.
- ◆ Double element air cleaner.
- ◆ Centre or exhaust pre cleaner.
- ◆ Front and rear fenders
- ◆ Two outside mounted mirrors
- ◆ Engine pre cleaner.
- ◆ Two (2) Amber LED revolving lights. (Road vision RB155Y or equivalent) with guards

Part 2 KEEP AND READ THIS PART

- to be fitted.
- ◆ Blue Tooth AM/FM radio
- ◆ UHF Radio
- ◆ 9KG Mounted fire extinguisher
- ◆ Protected work lights
- ◆ All windows to be tinted.
- ◆ Canvas seat cover
- ◆ 24 volt to 12 volt convertor
- ◆ Back up alarm with reverse warning lights
- ◆ Front and rear intermittent wiper and washer
- ◆ Rearview camera
- ◆ Engine hour meter (if not standard)
- ◆ Differential Lock.
- ◆ All filler and engine compartments are to be lockable.
- ◆ Sign writing – SHIRE OF JERRAMUNGUP – 100 - 125mm high on each side
- ◆ Loader is to meet requirements of the *Road Traffic Act 1974* with lighting and appropriate signage (if required) to meet all licensing requirements to ensure legal road travel. Lighting for night working/travelling to be supplied and fitted.
- ◆ Shire of Jerramungup at the time of manufacture.
- ◆ Two Operators manuals, one Parts manual and two sets of keys to be supplied.

Items to be priced as an option.

- ◆ Greasing bank for all greasing points where applicable.
- ◆ Reversing Camera

Risk Assessment

A full written risk assessment to be provided upon delivery of the loader.

Whole of life costs

Whole of life costs to be provided based on a useful life of 7 years/1,200 hours per year.

Training

The Supplier is to provide a comprehensive training session demonstrating all aspects of safe operating procedures, to the standard under current legislation and performed by a person qualified in such, at a site convenient to the Shire of Jerramungup's Representative.

Acceptance of Plant and Vehicles

The successful Supplier shall deliver the Loader to the Shire of Jerramungup Works Depot (Newton Street, Jerramungup).

Transportation of goods shall be completed in accordance with Chain of Responsibility legislation, with particular regards to load restraint, mass, dimension, speed and fatigue management.

Licensing

The machine is to be licensed as a unit under bulk license schedule "Shire of Jerramungup" to common expiry 30 June.

Warranty and Service

Suppliers shall state in their quotation the period of warranty and guarantee conditions that apply against defects for the goods offered, together with any after sales services provided.

2.1.2 Outright Purchase of 1 x 2015 John Deere Loader 624K

General Information

The Principal is seeking offers for the Outright Purchase of 1 x 2015 John Deere Loader 624K.

Vehicle Description:

Registration Plate	JP0019
Make	John Deere
Body	Front End Loader
Year	2015
Colour	Yellow /Grey
Tare	15300
Engine Number	PE6068L272298
Chassis Number	1DW624KZJFD671234
Fuel Type	Diesel
Hours	7022 at 24 July 2023

The following selection criteria will apply to all offers for the Outright Purchase of 1 x 2015 John Deere Loader 624K when being assessed:-

1. Value of Offer
2. Vehicle to be collected from Shire of Jerramungup Depot located at Newton Street, Jerramungup.
3. Payment Method

SPECIAL CONDITIONS:

1. The vehicle will continue to be used until the vehicle is disposed of as such mileage is not guaranteed.
2. Payment in full is to be received and cleared by the Shire of Jerramungup before possession and title is taken by the successful respondent.
3. The vehicle is as is and Council recommends that prospective purchasers examine the vehicle before submitting a quote.
5. The current numberplate (JP0019) will be changed to state plates once Council has accepted to dispose of the vehicle.

3 General Conditions of Contract

The General Conditions of Contract are contained as a separate document to this Request.

4 Respondent's Offer

4.1 Offer Form

The Chief Executive Officer

Shire of Jerramungup

8 Vasey Street, Jerramungup WA 6337

I/We (Registered Entity Name): _____

ABN _____ ACN (if any) _____

In response to Request for Quotation RFQ 02-2023 Supply and Delivery of 1 x New Construction Loader and/or Outright Purchase of 1 x 2015 John Deere 624K 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 RFQ 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 RFQ.

Name of authorised person: _____

Position: _____

Telephone Number: _____

Email Address: _____

4.2 Selection Criteria

4.2.1 Compliance Criteria

a)	<p>Respondent’s Declaration</p> <p>Respondents are to provide acknowledgment that your organisation has submitted in accordance with the Conditions of this RFQ including completion of the Offer Form and provision of your pricing submitted in the format required by the Principal.</p> <p>I/We agree that there will be no cost payable by the Principal towards the preparation or submission of this Request irrespective of its outcome.</p> <p>By submitting this Response, I the person named as the authorised person, confirm no physical signature is required on this Declaration; that by lodging this Response I am automatically providing an electronic signature for this Declaration in accordance with the Electronic Transactions Act 1999 (Cth) and corresponding state and territory Acts.</p>
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4.2.2 Qualitative Criteria

<p>A. Technical Compliance and Operational Suitability</p> <p>Respondents must advise;</p> <ul style="list-style-type: none"> • Capability to complete delivery on schedule • Demonstrated suitability for local government works use, parts and service • Suitability for operator • Operational requirements • Scheduled maintenance • Recommended component replacement intervals 	<p>Weighting</p> <p>20%</p> <p>Tick if attached</p> <p><input type="checkbox"/></p>
<p>B. Cost</p> <p>Complete the price schedule 4.4.1</p>	<p>Weighting</p> <p>80%</p> <p>Tick if provided</p> <p><input type="checkbox"/></p>

4.3 Weighted Price Criteria

Criteria	Weighting
Quoted Price	80%

4.4 Price Information

Respondents must complete the following “Price Schedule”. Responders may submit an Offer for the Supply and Delivery of 1 x New Construction Loader and/or the Outright Purchase of 1 x 2015 John Deere Loader and may be accepted by the Principal either wholly or in part. The preference is for both options to be priced, however the Principal will consider either Option.

Prices quoted are to be on a lump sum basis. All prices for goods and/or services offered are to be fixed for the term of the Contract. Quoted prices must include Good and Services Tax (GST). Unless otherwise indicated prices quoted must include delivery unloading, packing, marking, demonstration of the good/s and all applicable levies, duties, taxes and charges. Any charges not stated in the Quotation as being additional will not be allowed as a charge for any transaction under any resultant Contract.

Part 4 COMPLETE AND RETURN THIS PART

4.4.1 Price Schedule

Supply and Delivery of 1 x New Construction Loader

The prices entered shall fully cover all the obligations of the Contractor under the Contract.

Description	Lump Sum Fee (Excl GST)	GST	Lump Sum Fee (Incl GST)

And/or;

Outright Purchase of 1 x 2015 John Deere Loader 624K

The prices entered shall fully cover all the obligations of the Contractor under the Contract.

Description	Lump Sum Fee (Excl GST)	GST	Lump Sum Fee (Incl GST)

5 Attachments

5.1.1 Photos – Outright Purchase of 1 x 2015 John Deere Loader

5.1.2 Vehicle licence registration – JP0019

5.1.3 WALGA Goods and Services Supply Conditions

5.1.4 WALGA Goods and Services Supply Procurement Form