UPGRADE OF MAIN SWITCBOARD IN RAILCENTRE
TENDER NO: QRP-16-186
CONTRACT No: CW2251359

SUPPLEMENTARY CONDITIONS OF TENDERING

The Tenderers will be required to attend a site inspection to ensure that all aspects of the proposed Works are inspected, that all limits / conditions affecting the proposed Works are identified, and that all requirements of the proposed Works are clear.

The Inspection will be held as follows:-

Registration	30 September 2016, Tenderers must register with the Principal's Nominee, Robert Gardener via email at Robert.gardener@qr.com.au with the name, designation and contact number of the tenderers' representative/s attending the site inspections.
Time	10am Brisbane Time
Date	4 October 2016,
Location	Meet at the front entrance of Railcentre 1 305 Edwards Street at 10:00am Brisbane Time for a pre-start briefing followed by an inspection of the site.

The inspection will be limited to a maximum of three (3) representatives from the Tenderer**.**

This site visit will be the only opportunity for Tenderers to visit the work areas.

The Inspection is deemed compulsory and any Tender submitted by a Tenderer who has not attended the Inspections may be rejected. It shall be a condition that those attendees entering the proposed Work site:-

- Comply with all safety directions issued by the Principal's Authorised Representative,
- Supply and wear approved high visibility **orange** safety long sleeve shirt / vest, safety shoes and hat.

Attendees who do not comply will be refused entry to the site.

For the purposes of this clause, the Principal's Authorised Representative shall be the Protection Officer or any other Queensland Rail employee on site during the site inspection who has a general responsibility or obligation to issue safety directions.

The Inspection is arranged only to provide safe access to the Tenderer, and information on the Tender will not be supplied. Any questions resulting from the inspections are to be lodged in writing as provided for in Clause 2.9 of the Conditions of Tendering.

2. FORMAT OF TENDER

To assist Tenderers in compiling their Tender response, the following documents will be made available to Tenderers via the tender website:

1. Tender Response Part 1 of 3: Tender Form
2. Tender Response Part 2 of 3: Schedule of Rates
3. Tender Response Part 3 of 3: Tender Schedules

The Principal makes no warranty, express or implied, as to the accuracy or completeness of any documents supplied.

The Principal does not warrant that the documents are free of a virus and Tenderers acknowledge and accept the Principal is not responsible for any defect or virus in the documents supplied by the Principal.

The Principal disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages and costs Tenderers might incur as a result of the defect / virus or document being inaccurate or incomplete in any way, and for any reason.

These documents are the originals; no Addenda have been included or incorporated.

The documents are the property of the Principal and are to be used only for this Tender.

No Tender will be accepted via Email.

3. NOTICE TO TENDERER

1. This specification, unless specifically stated otherwise, calls for the provision of systems complete in every respect that are fit and ready for continuous, safe and efficient operation and will not in any way cause any obstruction to the Building Proprietor's intended use of the building. The Tenderer shall therefore allow to design, supply, deliver, install, test, commission and set to work all such systems ready for service complete with all necessary ancillary and minor items whether such items are expressly indicated on the drawings or in the specification or not.

2. It will be presumed that the Tenderer has carefully reviewed the all of the tender documents, visited the site and acquired all such information as is reasonably and obviously necessary for the purpose of carrying out the Works at the time of tender. Claims by the successful Tenderer for extra remuneration on the grounds of not having been supplied with sufficient information at the time of tender will not be entertained.

3. The Tenderer shall inform himself with regard to and comply with all appropriate Building Proprietor's rules for Contractors / Sub-contractors and tenancy fit-out guidelines if and as applicable.

4. The lowest or any tender will not necessarily be accepted.

5. The Tenderer must submit a base tender for the Sub-contract Works specified herein in strict accordance with the tender documents on the Tender Form provided in the Response Schedlules. The Tender Form submitted must be fully completed, signed by, and include the name and contact details of the proposed Sub-contractor to enable a proper detailed assessment of the proposed Sub-contractor’s offer. Failure to comply with this requirement will render the tender for the Sub-contract Works informal and may result in the automatic rejection thereof.

6. The Tenderer may also submit alternative tenders that, in the opinion of the tenderer, still comply with the general intent of the tender documents. Alternative tenders will only be considered, however, if accompanied by a statement that describes clearly, and in detail, every proposed departure from the Works as specified and sufficient technical information to

enable a full and proper assessment of the suitability of the alternative(s) being offered to be made.

7. Each tender submitted shall be in the form of a fixed lump sum firm amount including GST but with the GST amount clearly and separately indicated and shall remain valid for acceptance for a period of 90 days from the tender closing date.

8. Submit with tender, in writing, full details of any lead-time required for the commencement of the Works on site from the date of formal notification of acceptance of tender.

9. The Tenderer must allow at the time of tendering for all out of hours work necessary to meet the construction programme. This must include, but not be limited to, suitable allowance for all work that could be reasonably be expected to in any way interfere with the normal business operations of the Principal or any other building tenant, the day to day operation of the building or the work of the Contractor or any other contractor or sub-contractor on site, e.g. access to adjacent tenancies, interruptions to existing services, noisy work such as hammer drilling, etc.

10. Tenderers must note that compliance with the Sub-contract Completion clause contained in this specification will be a condition of final invoice approval.

11. This Specification and all associated documentation (i.e. all accompanying drawings, appendices, Annexures, etc.), are and will remain the property of the Engineer and are covered by the laws of copyright. Tenderers will be supplied with copies of this documentation only for the purposes of tendering for the project nominated in the specification. Additional copies of the tender documents may only be inspected and / or obtained at the office of the Engineer. Any unauthorised use of or copying of the contents is expressly prohibited.

4. TENDER ASSESSMENT – NON PRICE ASSESSMENT CRITERIA

Tenderers are reminded of the provisions of Clauses (2.3), (2.11) and (2.12) of the Conditions of Tendering.

The following information will be taken into account when evaluating the tenders.

Mandatory Criteria:

These criteria will be assessed as satisfactory, or unsatisfactory. An unsatisfactory rating with regard to criteria below will eliminate the tender from further consideration.

Item	Criteria	Requirement
1	Pre-tender site inspection	Representative attended compulsory pre-tender site inspection

Price and Non-Price Criteria

The following criteria will be assessed or reviewed utilising the information supplied in the Tender Schedule. An unsatisfactory rating or finding with regard to any of criteria 3 to 10 **may** eliminate the tender from further consideration.

For further technical information regarding these documents, please address all inquiries to Principal's Officer outlined in The Conditions of Tender Clause 2.9.

Item	Criteria	Requirement

1	Delivery Methodology	The tender are to demonstrate their understanding of the Specification by describing the workflow/tasks for these Works and describe the proposed construction methodology taking into account: 1. Understanding of the proposed scope 2. Appreciation of the site constraints and the integration with subcontractors 3. Quality and experience of personal, approach and submitted program of works 4. Level of integration detailed within the overall technical solution to complete the Works within the outlined program of Works. 5. Construction methodology including plans diagrams and approach to the Works. 6. Consideration to mitigate the effects on access on the site 7. Procurement of switchboard and associated equipment 8. Details and specification of proposed products and equipment to be used. 9. Maintenance and warranty process an details of product service warranty including coverage and limitations 10. Consideration to the testing process including standard and preferred testing. Completion of Schedule O and Q
2	Program of Works	Demonstrated capability and capacity to complete the Works outlined and in line with costs provided: 1. Provide a detailed program of Works 2. Detailed tasks indicating timeframes available and allowed for each task of the specification. 3. Has provided allowance for work by others and that the works can be completed by the Practical Completion Date specified 4. Tenderer has considered spread of working hours and the proposed working hours are acceptable Completion of Schedule P.
3	Capability, Experience of Staff and subcontractors	1. Detailed Experience, capability and availability of the key personnel within the team. Please attach CV 2. Project management who are well experienced in executing similar works. 3. Details of how the Tenderer will manage Subcontractors and major suppliers to ensure compliance with the tenderers program, quality requirements and commissioning of the works 4. Demonstrable company experience in equivalent works (does not need to be Queensland specific), specifically upgrading switchboard. Includes all sub-contractors and sub-consultants. 5. Described the proposed quality control process, reporting and how documentation is produced, distributed and checked. 6. Indicated understanding of environment concerns for this particular project and how to manage them.

		Schedules D, I, N and Q
4	Commercial departures and alternatives	Alternative proposal Departures and value for money review by Queensland Rail Conflict of interest form completed Schedules B, C and Appendix A
5	Price	Price for the works based on lump sum assessment including any options or benefits offered. Maintenance and call our rates Completion of Schedule of Rates Schedule E, G and S

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