# Request for Quotation

### Cootamundra-Gundagai Regional Council is seeking quotations for a new toilet block adjoining Ellwood’s Hall, Stockinbingal.

Instructions: the Respondent must complete all relevant sections. Failure to sign statement below by authorised representative will render bid invalid. Respondents are cautioned to carefully read any and all instructions and the terms and conditions on any of the attached sheets.

Failure to adhere to these instructions and terms and conditions may result in rejection of the bid.

RFQ Title Ellwoods Hall Toilet Block

RFQ Number RFQ 2024/5

Issue Date 27 November 2023

|  |  |
| --- | --- |
| RFQ Closing Time and Lodgement Details | |
| **RFQ Closing Date**: | 21 December 2023 |
| **RFQ Closing Time:** | 5pm |
| **RFQ Lodgement Instructions:** | All responses **must** be lodged via Vendor Panel and include completed forms as per pages **10-12** of this document |

### Council Contact & Enquiries

**Name:** Steve Lowe

**Email:** [mail@cgrc.nsw.gov.au](mailto:mail@cgrc.nsw.gov.au) or **Phone:** 0418 960 722

### RFQ Instructions – All Quotations are subject to the following requirements where indicated

* Quotations are to conform with the Specification
* All attachments must be completed and returned from page 10-12.
* Quotations must detail manufacturer’s name and model number of each item offered
* Quotations must provide detailed manufacture specifications and complete descriptive literature on each item offered
* Responses MUST be submitted in **one** PDF document only

### Delivery

1. The price submitted will include delivery to Ellwood’s Hall, Stockinbingal.

### Roads and Maritime Services – Requirements

N/A

### Worksafe – Requirements

1. Council’s operators and at least one of Councils maintenance staff are to be trained in the safe operating procedures of the equipment and fixtures.
2. The training will also include but not be limited to daily maintenance.
3. A complete risk assessment for the building is to be completed and provided to Council upon delivery. The risk assessment is to be incorporated into the training.

### Warranty

### Details of all warranties are to be submitted with response. All terms and conditions must be clearly stated and include detail of any non-genuine equipment fitted along with any extended warranty that may be available.

### Manuals

N/A

### Delivery

### The anticipated delivery timeframe is to be clearly shown in response.

### Australian Content

The response should clearly set out the Australian content represented in the product offered.

### Quotation Evaluation

Council will seek to obtain best value for money in any purchasing activity. Some items that will be considered in evaluating responses are price, operation, mechanical assessment, product support, supply and delivery date and WH&S. Note this list is not exhaustive.

### Detail to Include in Quotation

Price (specify lump sum or per unit & include GST)

Discounts/Incentives

Product availability and delivery Conditions

Any other relevant details/conditions relating to the supply of goods

Warranties/Guarantees offered on goods

A PRELIMINARIES

**A1 Extent of Work**

The work to be executed under the Contract briefly described includes the demolition of the existing Male Toilet and the erection of a Timber framed Toilet Block adjoining the N-E wall of the existing Hall, including an Access ramp & the replacement of the septic tank system.

**A2 Fees and Certificates**

The whole of the works shall be carried out strictly in accordance with the rules and regulations of the various governing authorities and the Builder shall give all notices, pay all fees, obtain all necessary permits, certificates and receipts from the various authorities that any work over which they may have jurisdiction has been carried out to their approval and that all necessary fees have been paid. These certificates shall be handed to the owners on completion.

**A3 Drawings and Specifications**

The drawings and specifications are complimentary documents and anything in one but not in the other forms part of the Contract.

Figured dimensions shall take preference over scaling.

**A4 Dimensions**

All figured or specific dimensions are to be taken as finished sizes, except in the case of dressed timber and joinery of which the usual allowance for dressing will be made. Figured dimensions override dimensions by scale and larger scale drawings override smaller. The builder is to verify all measurements on site before ordering material.

**A5 Temporary Services.**

The Owners shall provide water and electricity free of charge to the Builder at the site.

**A6 Access by Owners**

The Owners reserve the right to employ specialists on the job while construction is proceeding, and the Builder shall provide access for the same.

**A7 Scaffolding, Tools etc.**

The Builder shall provide all labour, tools, scaffolding and other plant and everything for the proper execution and completion of work. Allow use of scaffolding, hoists and ladders to all sub-contractors and others as directed.

**A8 Obvious Work**

Where a construction or item is obviously inferred or proper in the class of work generally in the Specification, the same is to be included notwithstanding that such construction or such item is not mentioned in the Specification or shown on the drawings.

**A9 Fire Insurance**

The Builder shall execute a policy in the joint names of the Builder and the Owners with an approved insurance company, to cover the building against fire for the full contract amount and such policy is to be deposited with the Owners. Copies of all relevant documentation to be supplied.

**A10 Workers Compensation**

The Builder shall insure against any liability, loss or claim or proceedings whatsoever, whether arising by Common Law or by virtue of any statute relating to Worker’s Compensation or Employer’s Liability by any person employed by him in or about the execution of the works and shall precure that every sub-contractor shall be insured against any liability in the case of employees of such sub-contractors. All work practices must comply with the Occupational Health and Safety regulations.

The Builder shall execute a policy in this respect and have the Owner’s name joined with his own on this insurance. Evidence of the existence of this policy must be supplied before work commences. Copies of all relevant documentation to be supplied.

**A11 Making Good**

The Builder shall be responsible for and shall make good any damage to roads, kerbs and surfaces, and any other work which may be disturbed or injured by cartage or other operations in carrying out this Contract. He is to leave the whole of the area in as good a state of repair as before commencement.

**A12 Removal of Rubbish**

The Builder shall remove all rubbish from the site as it accumulates and shall keep the site and building reasonably clean at all times.

**A13 Site**

The Builder shall be held to have inspected the site and ascertained the various conditions as existing, which may affect the carrying out of the Contract.

**A14 Conditions of Contract**

The agreement and conditions of the Building Contract shall be as agreed upon by the Royal Australian Institute of Architects and the Master Builders Association of Australia and as current at the signing of the Contract, and shall apply to all the various clauses of the work mentioned in this Specification and to any sub-contracts let during the currency of the Contract, and shall be in force as though written in full as part of this Specification for each branch of the work to be done in connection with the building.

This shall be a Lump Sum Contract with no provision for rise/fall.

**A15 Extras**

In the event of any work or materials being ordered by the Owners which the Builder considers chargeable as extra to the Contract, he shall be required to give notice in writing stating the amount he claims and shall obtain written approval for same. Failing such notification and approval it is understood that the Builder agrees to do the work without costs.

**A16 Progress Payments**

Progress payments shall be subject to negotiation between the Owners and the Builder prior to the acceptance of the tender.

**A17 Defect Liability Period**

The defect liability period shall be 13 weeks after the date of practical completion. There shall not be any retention monies.

**A18 Cleaning Up on Completion**

Remove all building materials and other rubbish, plant etc., remove stains and leave the whole of the premises clean and in perfect order fit for immediate occupation. The Builder shall label and hand over all keys on completion.

B EXCAVATOR

**B1 Generally**

Excavator to remove all concrete footings & slabs from demolished Toilet, and the conc. path under the Ramp landing. Remove vegetation from the new slab area. Check location of water pipes before excavation.

**B2 Footings**

Excavate footings to sizes shown on Slab Plan. Bottom of footing trenches to be dry, hard clay prior to the pouring of concrete. All excavated soil to be removed from the site.

Backfill under slab with approved gravel fill compacted in 100mm layers. Top off with 50mm of crusher dust compacted with whacka-packa after plumbing installed.

C DRAINER

**C1 Generally**

The whole of the works to be carried out in accordance with the regulations of the Cootamundra Gundagai Regional Council. The Drainer to provide a sewer diagram for the proposed drains to be submitted to the Council. Provide floor wastes to each room. New PVC drains to drain to new septic tank & absorption trench located by Council.

**C2 Stormwater**

Stormwater from the roof area shall be drained to the Martin Street kerb via 90mm PVC pipe.

D CONCRETOR

**D1 Generally**

All concrete work shall conform to the requirements of the current Australian Standard AS 3600 for Concrete in Buildings.

**D2 Concrete**

Ready mixed concrete shall be used. The compressive strength at 28 days shall be:

Footings & Raft Slab : F’c = 25 Mpa

Max. slump shall be 80mm.

Raft slab to be poured continuously.

Ramp slab may be poured separately.

Cure slab by sealing with curing agent on initial set.

Provide setdowns for tiling.

**D3 Termite Treatment**

The whole of the area under new slabs to be treated for termite prevention by a licensed Pest Control contractor who shall issue a certificate of compliance with AS 3660.1 on completion.

**D4 Reinforcement**

Footing trenches to be reinforced with 2 layers of 3-L11TM trench mesh, lapped 600mm at splices, with Bogar clips at 900 crs. Raft slab to be reinforced with SL92 mesh supported on chairs at 1000 crs each way. Landing & Ramp to be reinforced with SL72 mesh top.

E BRICKLAYER

**E1 Generally**

All brickwork to be accurately bonded, carried up true and plumb in level courses, and to be laid in full bed and perpendicular joints of 10mm thick. New bricks matching existing Hall walls to be used up to Floor Level. Retain & clean bricks from demolished Male Toilet for use on the front veneer wall. Make good brick walls adjoining existing Male Toilet. All face brickwork to have ironed joints with 2 vents adjacent PVC pipes under slab. Provide 100x100 Galintel angle over window and clean down all brick walls on completion.

**E2 Existing Hall Window**

Remove existing window & cut brick wall out to floor level. Trim one side as required to fit new timber door jamb. Install lintel above jamb & brick up Hall internal skin to top of opening. Render to make good to match existing wall.

F CARPENTER

**F1 Generally**

The timber shall comply with the Residential Timber-framed Construction Code

AS 1684.2 and to the sizes specified on the Plans. All timber to be free from defects which affect strength and durability.

**F2 Demolition**

Builder to remove skillion roof of existing Male Toilet. Remove brick walls & retain bricks. Excavator to remove slab & footings.

**F3 Stud Walls**

Provide 90x35 MGP10 pine studs at 450 crs to new stud walls shown on Plan. Fit 1 row of 90x35 MGP10 noggins and similar size top & bottom plates to all walls. Fix bottom plates to slabs with M10 Dyna bolts at 1200 crs. and 90x45 MGP10 ribbon plate to top of load-bearing wall. Strap down to studs at 900 crs. Cross brace all stud walls with 30x0.8mm galv. strap wrapped around top & bottom plates & fixed with 4 nails each end. Frame window opening both sides flush ready for lining.

**F4 Trusses**

Install timber trusses at 900 crs. to form skillion roof. Trusses to be braced to manufacturer’s specifications. Fix to top plates with framing anchors as specified.

Fix to existing brick wall with wall plate or joist hangers.

**F5 Lintels**

Provide the following timber lintels over openings:

Up to 900 span………90x35 MGP10

1600 span……………190x35 MGP10

**F6 Insulation**

Install vapour permeable membrane foil wrap to all external stud walls.

Provide foil sarking under new roofing iron, and R1.5 batts to all new ceiling spaces.

**F7 External Cladding**

Fit Hardies Scyon Axon FC cladding vertically over foil wrap to exterior of stud walls to manufacturer’s specifications. Flash around windows & doors, and at joints & corners as recommended by James Hardie.

**F8 Manhole & Eaves**

Form 450 x 600 manhole in the Air Lock ceiling. Trim opening & fit gyprock cover.

Fit 300 wide eaves & overhang, and line with fibro.

**F9 Fascia**

Fix colorbond metal fascia on approved brackets to ends of truss tails.

G STEELWORKER

**G1 Pipe Handrails**

Fabricate 40nb galv. pipe handrails & standards with 25nb galv midrail & 100x6mm galv. kick plate to Access Ramp as detailed on Plans. All welds to be painted with cold galvanising paint.

H JOINER

**H1 Door Schedule**

Supply & fit the following doors to timber jambs:

Hall/ Air Lock…2040 x 920 flush door with closer & push plate/pull handle. Fit Toilet sign

Air Lock exterior….2040 x 920 ext. grade flush door with closer & mortice lock /lever set

Male Toilet……..2040 x 920 flush door with closer & push plate/pull handle. Male sign.

Female Toilet….2040 x 920 flush door with closer & push plate/pull handle. Female sign

DPT…………..2040 x 920 flush door & c/b kick plate with closer & privacy lever set with Indicator. DPT sign on door.

**H2 Architraves**

Fit 65x19 timber architraves to all windows and 90x19 to doors.

**H3 Toilet Partitions**

Fit approved waterproof Toilet Partitions and doors as shown on Plan. Frontals to be mounted on legs. Fit spring loaded hinges, door indicators & coat hook to doors. Note Ambulant door to be 700 wide. Fit approved grabrails to Ambulant Toilets to comply with AS1428. Fit roll holders adjacent each toilet pan.

**H4 Vanity Bench**

Fit laminated vanity bench on approved metal brackets screwed to studs in Female Toilet. Vanity to be 1800 long with 150mm apron front & side.

**H5 Baby Change Table**

Install approved plastic fold away Change Table fixed to stud wall at recommended height.

**H6 Grabrails**

Install stainless steel grabrails to DPT to comply with AS1428.1. Fit coat hook bumper to rear of door at 1300 above F.L.

J ROOFER

**J1 Roofing**

Fit zincalume corrugated iron roofing over foil sarking on safety mesh to trussed roof. Fix with approved screws as recommended by Lysaghts. Fit zincalume flashings and barge capping to make waterproof.

**J2 Guttering and Downpipes**

Fix 125mm colorbond quad guttering to fascia on new roof. Seal at joins and connect to 100x75 colorbond downpipe strapped to wall as shown on Plan.

K PLUMBER

**K1 Water Service**

Plumber to connect water supply from existing water meter and run to all new outlets in Male & Female Toilet & DPT. Provide isolating valve at meter and connect to taps and cisterns. Copper pipes to be used and pipes to be saddled to structure inside the building to prevent “water hammer”. No water pipes to be concealed below concrete slabs except in PVC conduit.

**K2 Existing Fire Hose**

Remove existing underground Fire Hose supply line and re-route through veneer cavity & ceiling space to existing Hose Reel location in same size copper pipe.

**K3 Sanitary Fittings**

Supply and install selected vitreous china vanity basins, stainless steel basins & dual flush toilet suites as shown on Floor Plan. Provide selected tapware to vanities and basins, and a chrome hose cock under the Female vanity basin. Provide a brass external tap over new yard gully. Fit roll holders to each cubicle & 3 total soap dispensers at each basin. Fit electric hand driers to locations shown on Plan.

Fit 3 total vc Urinals with concealed cisterns (button operated) + 2 dividers between

Urinals.

L PLASTERER

**L1 Wall Linings**

Fix 6mm thick Villaboard to all walls in the Male & Female Toilets & DPT. Stop joins ready for tiling or painting.

Fix 10mm thick Gyprock Aquachek plasterboard to Air Lock stud walls including glue fixing to brick wall. Stop joins and sand smooth for painting.

**L2 Ceilings**

Fix 10mm thick Gyprock plasterboard to new ceilings on steel battens at 450 crs. Stop joins and sand smooth for painting. Fix 90mm plaster cornices to all wall junctions.

M GLAZIER

**M1 Aluminium Windows**

Supply and fit powdercoat aluminium awning windows to sizes shown on the Window Schedule. Fit alum fly screens to all windows. All glazing to be white laminated glass & comply with AS1288.

N TILER

**N1 Floor Tiles**

Wet-seal all floor to wall junctions. Lay selected floor tiles throughout. Fall to Floor Wastes and grout. Provide no steps from Hall or to the exterior landing.

**N2 Wall Tiles**

Fix selected wall tiles to 1200 high in Male & Female Toilets and 1500 high in DPT. Fix 200 high skirting tile to Air Lock. Grout all tiles and seal to vanity bench.

P ELECTRICIAN

**P1 Generally**

Provide all labour and material necessary for the proper installation of electricity service in accordance with the appropriate SAA Rules and Regulations of the Energy Provider.

**P2 Lights and Power Points**

Fit the following downlights connected to one switch inside Air Lock adjacent Hall door:

Male Toilet… …...4 x 15W LED

Female Toilet….. 3 x 15W LED

DPT……………...2 x 15W LED

Air Lock………….2 x 15W LED

Fit exterior 18W LED security light over landing with interior switch.

Provide double power points located adjacent each Hand Drier.

**P3 Electric Hand Driers**

Provide 3 total Dyson Airblade V Hand Driers fixed to wall adjacent GPO’s.

Q PAINTER

**Q1 Generally**

All paint to be approved brands brought onto the job in unopened containers and strictly in accordance with the manufacturer’s recommendations.

All surfaces to be painted are to be thoroughly dried out, cleaned down, sanded to a smooth finish, all holes and cracks to be stopped and filled.

**Q2 Plasterboard and Villaboard**

Apply one undercoat and 2 topcoats of matt acrylic to Gyprock ceilings and vinyl semi gloss to walls. Apply one undercoat and 2 topcoats of vinyl low sheen acrylic paint to all Villaboard surfaces not tiled.

**Q3 Timber doors, Jambs & Architraves**

Apply one undercoat and 2 topcoats of gloss vinyl acrylic paint.

**Q4 Exterior Cladding & Eaves**

Apply one undercoat and 2 topcoats of Weathershield semi gloss paint.

**Schedule of Finishes and PC Items**

**General notes:** Finishes & fittings nominated are for tendering purposes. Substitutes of similar quality may be made with approval of the Ellwood’s Hall Committee and Cootamundra-Gundagai Regional Council before construction

### Council is seeking quotations on an Accredited Changing Places Restroom as described below. **Please complete and return the following three (3) pages with your response.**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **Standard?**  **Y/N** | **If No, cost inc GST** |
| 1. | **Windows: White pc aluminium as scheduled.** |  |  |
| 2. | **Cladding: James Hardie Scyon Axon FC Cladding.** |  |  |
| 3. | **Roofing: Lysaght’s Zincalume corrugated iron roofing over foil sarking.** |  |  |
| 4. | **Door Closers: 5 total Dorma TS73 closer.** |  |  |
| 5. | **Door Locks: 1 total Lockwood deadlock 3572 + push plate/pull handle.**  **DPT: 1 total Lockwood ext. furniture 1814-70SC indicator + internal handle.** |  |  |
| 6. | **Floor Wastes:** **Stainless Steel.** |  |  |
| 7. | **Toilet Partitions: TPI U-Fix Pedestal Mounted Overhead Braced (PO) system.** |  |  |
| 8. | **Grabrails: Stainless steel.** |  |  |
| 9. | **Ambulant grabrails: Stainless steel.** |  |  |
| 10. | **Soap Dispenser: Vertical Wall mounted stainless steel.** |  |  |
| 11. | **Roll Holders: Bradley Model 5402 s/s double dispenser lockable.** |  |  |
| 12. | **Hand Driers: Dyson Airblade V electric drier.** |  |  |
| 13. | **Vanity Basins: 2 total Caroma Florence 420 (1 tap hole) basins.** |  |  |
| 14. | **S/S Basins: 2 total 500 x 400 s/s wall mounted basin with brackets. (1 tap hole)** |  |  |
| 15. | **Taps: 4 total timed chrome basin taps (cold).** |  |  |
| 16. | **Bib Cock: 1 total chrome bib cock (under Female basin)** |  |  |
| 17. | **Urinal: 3 total wall hung Twyford Clifton urinals with concealed cisterns + total Twyford wall mounted dividers.** |  |  |
| 18. | **Baby Change Table: Vevor Fold Down Baby Changing Station wall mounted.** |  |  |
| 19. |  |  |  |
| 20. |  |  |  |
| 21. |  |  |  |

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| --- | --- |
| Bidder Information | |
| Company Name |  |
| ABN |  |
| Business Address |  |
| City / Town |  |
| State |  |
| Post Code |  |
| Office Phone |  |
| Office Fax |  |
| Email Address |  |
| Website |  |
| Respondents contact details | |
| Name |  |
| Mobile Phone |  |
| Office Phone |  |
| Email Address |  |

### Bid Statement

"I certify that this bid is made without prior understanding, agreement or connection with any corporation, firm or person submitting a bid for the same materials, supplies, or equipment, and is in all respect fair and without collusion or fraud. I agree to abide by all conditions of this bid, and certify that I am authorised to sign this bid for the bidder.”

|  |  |
| --- | --- |
| Respondents Authorised Representative Name: |  |
| Date: |  |
| Quotation total (including GST): |  |
| Authorised representatives signature: |  |

|  |  |
| --- | --- |
| **Delivery time from date of order:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Customer References (quoted model only)** | | | |
| ***Owner*** | ***No. Owned*** | ***Contact name*** | ***Contact number*** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |