



**REQUEST FOR TENDER
No. RFT18JP26**

**BALLAJURA PLACE OFFICE
- ADDITIONS AND
ALTERATIONS**

**The Principal Is Seeking
Tenders From Suitably
Qualified And Experienced
Building Contractors For
Alterations And Additions
To The Existing Ballajura
Library Located At 1 (Lot
13) Kingfisher Avenue,
Ballajura, WA 6066 To
Accommodate The New
'Ballajura Place Office'.**

Obtaining Documentation:
Requirements, criteria and
documentation may be
obtained by visiting the
website:
**[www.tenderlink.com/
swancity/](http://www.tenderlink.com/swancity/)**. If you have any
issues contact the
Contracts and Procurement
Manager by email to
tenders@swan.wa.gov.au.

Deadline:
2:00pm, Wednesday 12th
September 2018, Australian
Western Time.

Briefing/Site Inspection:
Attendance at this meeting is
mandatory. Tenderers are
required to attend a briefing
and site inspection at
10:00am, Tuesday 28th
August 2018. The location of
the meeting is Ballajura
Library located at 1 (Lot 13)
Kingfisher Avenue, Ballajura,
WA 6066. The meeting will
provide Tenderers with the
opportunity to clarify any
uncertainties prior to the
Tender deadline. Please
confirm your attendance at
this meeting via email to
tenders@swan.wa.gov.au no
later than 4:00pm, Monday
27th August 2018. A register
of attendees will be
maintained for the meeting.
Tenderers must register under
the company name of which
they intend to submit their
offer under, in order for their
offer to be considered. Failure
to attend this briefing and site
inspection will render the
Tenderer ineligible to respond.

Lodgement:

Preferred lodgement of Tender is by upload electronically through the City's E-tendering portal (<https://www.tenderlink.com/swancity/>). Hard copy lodgement will only be accepted by prior written agreement with the Contracts and Procurement Manager who should be contacted by e-mail to tenders@swan.wa.gov.au for instructions.

Lowest or any Tender not necessarily accepted. A Tender that is not lodged with the City before the tender deadline will not be considered for evaluation. Tenders lodged by email or facsimile will not be accepted.

Canvassing of any City of Swan Councillors or Officers will disqualify Tenderers from the Tender process.

M J Foley
CHIEF EXECUTIVE OFFICER