



**REQUEST FOR TENDER
No. RFT19HK10-SOR**

**Provision of Electrical and
Data Services for the
City of Swan**

The Principal is seeking to engage a suitably qualified, licenced and experienced electrical Contractor as an additional resource to assist in the delivery of associated electrical/data works and services. The Contract shall be in force for the period of thirty six (36) months from the date of award.

Obtaining Documentation:

Requirements, criteria and documentation may be obtained by visiting the website: 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, 12 June, 2019 Australian Western Time

Briefing/Site Inspection:

Attendance at this meeting is non -mandatory. Tenderers are encouraged to attend a pre-tender briefing at 09:00am; Wednesday 22nd of May 2019. The location of the meeting is at the City of Swan Operations Centre - corner of Bishop Road and Great Northern Highway Middle Swan. The pre-tender briefing 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, Tuesday 21st of May 2019. A register of attendees will be maintained for the briefing and site inspection. Tenderers must register under the company name of which they intend to submit their offer under. Tenderers attending this pre-tender briefing are required to park in the visitor car park located on Bishop Road. Do not enter the Depot Gate. Proceed to the entrance of the City of Swan Operations Centre and wait to be collected.

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**