

# Request for Quotation

## 2023-2024-05 CONSTRUCTION OF A CANE BALL COURT SURFACE, NHILL

### Introduction/Background

Hindmarsh Shire Council is seeking the services of an appropriately qualified and experienced sports field / landscaping contractor to undertake the construction of a new Cane Ball Court Surface (18m long x 12m wide) at the Nhill Lawn Tennis Club.

### Scope of Works

1. Undertake site preparation works onsite at Nhill Lawn Tennis Club
2. Construction of concrete foundation 18m x 12m. Concrete base to include two (2) 750mm x 750mm x 600mm concrete footings where required incorporating post sleeves for future removable poles to support net.
3. Installation / laying and securing of artificial turf to concrete surface.
4. Marking of court lines as per Cane Ball competition specification (included with tender).
5. Site Cleanup and handover.

Please submit your quotation titled –

**‘Request for Quotation 2023-2024-05 – Construction of a Cane Ball Court Surface, Nhill**

Via email to [info@hindmarsh.vic.gov.au](mailto:info@hindmarsh.vic.gov.au) by 2pm Wednesday 4<sup>th</sup> October 2023.

| Item   | Date to be completed              | Approved by Council |
|--|-----------------------------------|---------------------|
| Site Visit to Scope Works                    | ASAP                              |                     |
| Quotation Submission                         | 2.00pm<br>Wednesday<br>04/10/2023 |                     |
| Evaluation of quotation submissions & Report | 19/10/2023                        | Approved by<br>CEO  |

|  |   |  |
|--|---|--|
| Contract preliminaries for successful quote (issue of purchase order, insurances etc.) | 25/10/2023                                    |  |
| Estimated Commencement of works  | ASAP  |  |
| Estimated Practical completion (days)  | Contractor to advise completion in Submission |  |

*The above dates may be subject to change based on Council / Officer's decision to award / delay / reject the Quote.*

## Additional Information

Please note the following

- Site inspection may be arranged by contacting Simon Landrigan, Project Coordinator, Hindmarsh Shire Council on 0428 924 298 or via email [slandrigan@hindmarsh.vic.gov.au](mailto:slandrigan@hindmarsh.vic.gov.au)
- Respondents may include detailed Quotations on Company letterhead however all submissions should also include a completed version of this document.
- The concrete foundation should allow for the efficient drainage of surface water. If any additional stormwater mitigation is required (e.g. AGI drains) then contractors should note these requirements and include the cost within the Additional Works not specified section of the Quotation Response.
- As a part of their submission, Contractors are requested to reference previous projects of a similar nature. Experience with similar projects will be considered as a part of the quotation evaluation process.
- The Request For Quotation and successful Contractor's response will form part of any agreement entered into.
- The successful Contractor will be required to provide a copy of their OHS Policy & Procedures Manual and Risk Assessment documentation.
- The highest rated, lowest priced or any quotation will not necessarily be accepted.
- Late quotations will not be accepted. All quotations must be submitted via email to [info@hindmarsh.vic.gov.au](mailto:info@hindmarsh.vic.gov.au) no later than 2.00pm on Wednesday 4 October, 2023.

## Attachments

Please review the following documents (included with this Request for Quotation) prior to preparing your submission.

### Attachment 1

- 2023\_08\_22 Caneball Court Dimensions and Specification
- 2023\_08\_22 Nhill Lawn Tennis Club Site Overview

| Request for Quotation – 2023-2024-05 Construction of a Cane Ball Court Surface, Nhill |  |          |
|---|--|----------|
| Summary of Quotation Submission   |  |          |
| Contractor Name:  |  |          |
| 1   | Proposed Commencement Date   | / /      |
| 2   | Number of Days for Works   | Days     |
| 3   | Proposed Completion Date   | / /      |
|   |  |          |
| 4   | OHS Policy / Plan Attached   | YES / NO |
| 5   | Public Liability Insurance<br>(Amount of Coverage)   | \$       |
| 6   | <b>Works including</b><br>Site preparation works onsite at Nhill Lawn Tennis Club<br><br>Construction of concrete foundation 18m x 12m. Concrete base to include two (2) |          |

|                |   |            |
|----------------|---|------------|
|                | <p>750mm x 750mm x 600mm concrete footings where required incorporating post sleeves for future removable poles to support net.</p> <p>Installation / laying and securing of artificial turf to concrete surface.</p> <p>Marking of court lines as per Cane Ball competition specification (included with tender).</p> <p>Site Cleanup and handover.</p> <p><b><i>Please refer to Attachment / Plan for further information</i></b></p> |            |
| <b>7</b>       | <b>Additional Works not specified (if any)</b>  |            |
| <b>8</b>       | <b>Quotation Total (Items 6 + 7) <u>All Figures ex GST</u></b>  | <b>\$</b>  |
| <b>SIGNED:</b> |   | <b>/ /</b> |

|   |
|---|
| <b>Previous Relevant Project Experience (requested)</b> |
| <b>Project 1.</b>                                       |
| <b>Project 2.</b>                                       |
| <b>Project 3.</b>                                       |