



# Request for Quotation

Cootamundra-Gundagai Regional Council is seeking quotations for 1(one) x 2WD 7 seat SUV as described in the below specification.

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** 2WD 7 Seat SUV

**RFQ Number** RFQ2025/3

**Issue Date** 20 August 2024

RFQ Closing Time and Lodgement Details	
<b>RFQ Closing Date:</b>	10 September 2024
<b>RFQ Closing Time:</b>	2pm
<b>RFQ Lodgement Instructions:</b>	All responses <b>must</b> be lodged via Vendor Panel and include completed forms as per pages <b>4-8</b> of this document

## Council Contact & Enquiries

**Name:** Thomas Hogg or **Phone:** 1300 459 689

Email : [thomas.hogg@cgrc.nsw.gov.au](mailto:thomas.hogg@cgrc.nsw.gov.au)

CC: [mail@cgrc.nsw.gov.au](mailto:mail@cgrc.nsw.gov.au)

**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 4-7
- 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 and registration

1. The price submitted will include delivery to Cootamundra-Gundagai Regional Council's Depot Hovell Street Cootamundra . Include the provision of the vehicles first scheduled service. All vehicles are to arrive with NSW registration for a period of 12 months and include registration paperwork to demonstrate appropriate registration.
2. Reimbursement of the cost of registration will be made separately; therefore the cost of registration should be invoiced independently.
3. Council will supply the Compulsory Third Party Insurance and the registration letter of authority to the successful supplier.

## Transport for NSW – Requirements

All vehicles must meet all Transport for NSW requirements. Any manufactured equipment i.e. modifications must be fitted with the necessary engineer's compliance plates.

## Safework– Requirements

1. Council's operators and at least one of Councils maintenance staff are to be trained in the safe operating procedures of the vehicle/s and all their associated equipment. This training must occur at the date and time of delivery and be scheduled at least 2 business days before delivery.
2. The training will also include but not be limited to pre-start checks and daily maintenance.
3. A complete risk assessment for the vehicle/s 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.

## Delivery

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

## Australian Content

The response should clearly set out what (if any) Australian manufactured components are to be included in the tipper truck and dog trailer offered.

## Quotation Evaluation

Council will seek to obtain best value for money in any purchasing activity. Council will consider a minimum of the following when evaluating quotations:

- Price
- Operational costs
- Product quality
- Ongoing product support
- Supply and delivery timeframe of quoted items as well as spare parts
- Work health and safety benefits and risks

## 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



## Specification

Council is seeking quotations on 2WD 7 Seat SUV as described below.

**Please complete and return the following five (5) pages with your response.**

	Requirement	Included (tick)
1.	Unleaded 2.5L	
2.	Automatic Transmission	
3.	2WD	
4.	7 Seats	
5.	2 x smart keys	
6.	Tow bar and tow ball	
7.	Roof Racks	
8.	Towing capacity min 1600kg braked	
9.		
10.		
11.		
13.		
16.		
18.		
19.		
20.		
21		

<b>Bidder Information</b>	
Company Name	
ABN	
Business Address	
City / Town	
State	
Post Code	
Office Phone	
Office Fax	
Email Address	
Website	
<b>Respondents contact details</b>	
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."

<b>Respondents Authorised Representative Name:</b>	
Date:	
Quotation total (including GST):	
Authorised representatives signature:	

Quotation form – 1 x 2WD 7 Seat SUV

<b>Make</b>	
<b>Model</b>	
<b>Year of Manufacture</b>	

<b>All prices shall include GST</b>	
<b>Motor Vehicle</b>	\$
	\$
<b>Price firm for</b>	<b>6 weeks</b>


<b>Delivery time from date of order:</b>	
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<b>Warranty</b>	
<b>Engine make and model</b>	
<b>Engine capacity</b>	
<b>Engine power</b>	
<b>Engine Torque</b>	
<b>ADR compliant level</b>	

<b>Transmission /Axles</b>	
<b>Power Flywheel (SAE Net) No of cylinders:</b>	
_____ KW @ _____ RPM	
<b>Tyre sizes and Ply rating:</b>	

<b>Customer References (quoted model only)</b>			
<b>Owner</b>	<b>No. Owned</b>	<b>Contact name</b>	<b>Contact number</b>

