

TENDER REGISTER FORM

TENDER DETAILS			
TENDER NO:		TENDER FILE NO:	
TENDER TITLE:			
RESPONSIBLE OFFICER:			
DESCRIPTION OF GOODS OR SERVICES:			
DECISION TO CALL TENDERS:		Delegated Authority to CEO	
VIA EMAIL – SYNERGY RECORD NUMBER:			

ADVERTISING DETAILS	
DATE:	
NEWSPAPER/S:	
CLOSING DATE AND TIME:	

EXPRESSION OF INTEREST	

TENDER VARIATIONS	
DATE ISSUED:	
ISSUED TO:	All respondents on the Tender Contact Register
DOCUMENT NUMBER:	

TENDER OPENING DETAILS		
OPENING DATE AND TIME:		
OPENED IN THE PRESENCE OF:	Name	Position

TENDERS DETAILS:	Name	File Number

TENDER AWARD			
DATE OF COUNCIL MEETING:		COUNCIL MINUTE NO:	
SUCCESSFUL TENDERER(S) NAME:			
AMOUNT OF SUCCESSFUL TENDER(S):	\$		

TENDERER NOTIFICATION OF RESULTS		
TENDERS DETAILS:	Name	File Number

** Attach or insert a copy of the advert publication from the paper(s)*

Midwest Times - 12/9/18

28.9.18
Geraldton Guardian

North Beach claim victory

BOWLS
Joe Criddle

Denison Bowling Club's Annual September Batavia Classic was run and won last weekend, with the capacity field of 36 sides competing over two days.

The playing surface prepared was outstanding as was the weather for the first of the venue's premier events, with many seeing the event as an excellent pre-pennant season hit-out. Players travelled from far and wide, with city club North Beach the stand-out attendee among the eight sides represented over the weekend.

Thornlie, South Perth, Morley, Yokine, Bedford, Leeman and Batavia were also well represented.

It was the North Beach side of Brad Gillingham, Gavin Crosswhite, Matthew Perrett and David Yardley, who claimed the victory.

Second placing were the North Beach quartet of Gary Gregson, Terry Jones, Brent Palfrey and Steve Gilders, with a return of six wins and a draw, 19 points plus 44 shots up, again a primed side who were always placed highly.

Third place was taken out by a Denison team of Alan French, Gavin Denton, Ken Holland and Alan Alcock on 19 points plus 28.

The in-form combination led the

field into the seventh round and rallied after defeat to retain a top-three finish.

The South Perth side of Ryan Havercroft, Greg Reagad, Larry Bandy and Lou Moretti finished with six wins 18 points and a massive 55 shots up to finish fourth.

Fifth with six wins plus 45 was the Bedford side of Bill Marron, Bruce Fulagan, Ian Watson and Ian O'Neil.

This weekend, the ladies take centre stage with the Geraldton Bowling Club running the annual two-day Batavia Coast Major League Classic.

Denison will again be strong contenders after strong showings at the recent Start Classic carnival, with local powerhouses Geraldton and Wonthella expected to rate highly over the two-day event.

The men's next major tournament is the Geraldton Bowling Club's Harry Stanton Memorial Fours on Sunday, September 23, with the tournament organisers hoping for a good turnout to the annual event.

Nominations remain open until 5pm on September 21.

Round one of the Batavia men's pennant season will start on September 29, with all clubs hoping for successful campaigns of the 18-round competition.



SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

REQUEST FOR TENDER

TENDER 2 - 2018/19 PROVISION OF CLEANING SERVICES

The Shire of Irwin invites tenders from suitably experienced Contractors for cleaning services associated with the following Council owned facilities for a three year period.

- Shire Administration Centre
- Council Chambers & Offices
- Dongara Public Library
- Operations Depot
- Dongara Pavilion
- Fisherman's Hall
- Dongara Town Park Ablutions
- Port Denison Foreshore Marina Facilities and Ablutions
- Seaspray Public Ablutions
- Memorial Park Ablutions
- South Beach Ablutions
- Dongara Oval RV Dump Point
- Cliff Head Ablutions & Camping Facilities
- Big Freshwater Ablutions
- Knobby Head Ablutions

To request a copy of the Tender documentation please contact Stacey Pratt-King via email at tenders@irwin.wa.gov.au

Tenders containing all relevant details are to be enclosed in a sealed envelope marked "Tender 2 - 2018/19: Provision of Cleaning Services" and addressed to:

Chief Executive Officer
Shire of Irwin
PMB 21
DONGARA WA 6525

Email submissions to tenders@irwin.wa.gov.au will be accepted.

Tenders close at 12 noon on Monday 29 October 2018

Shane Ivers
A/Chief Executive Officer

SHIRE OF IRWIN | PMB 21, DONGARA WA 6525
11-13 WALDECK STREET, DONGARA | T: 9927 0000
F: 9927 1453 | E: reception@irwin.wa.gov.au

www.irwin.wa.gov.au

Weekend West - 29.9.18



SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

REQUEST FOR TENDER

Tender 2 - 2018/19 Provision of Cleaning Services

The Shire of Irwin invites tenders from suitably experienced Contractors for cleaning services associated with the following Council owned facilities for a three year period.

- Shire Administration Centre
- Council Chambers & Offices
- Dongara Public Library
- Operations Depot
- Dongara Pavilion
- Fisherman's Hall
- Dongara Town Park Ablutions
- Port Denison Foreshore Marina Facilities and Ablutions
- Seaspray Public Ablutions
- Memorial Park Ablutions
- South Beach Ablutions
- Dongara Oval RV Dump Point
- Cliff Head Ablutions & Camping Facilities
- Big Freshwater Ablutions
- Knobby Head Ablutions

To request a copy of the Tender documentation please contact Stacey Pratt-King via email at tenders@irwin.wa.gov.au

Tenders containing all relevant details are to be enclosed in a sealed envelope marked "Tender 2 - 2018/19: Provision of Cleaning Services" and addressed to:

Chief Executive Officer
Shire of Irwin
PMB 21
DONGARA WA 6525

Email submissions to tenders@irwin.wa.gov.au will be accepted.

Tenders close at 12 noon on Monday 29 October 2018

Shane Ivers
A/Chief Executive Officer

SHIRE OF IRWIN | PMB 21, DONGARA WA 6525
11-13 WALDECK STREET, DONGARA | T: 9927 0000
F: 9927 1453 | E: reception@irwin.wa.gov.au

www.irwin.wa.gov.au

TECHNICAL SERVICES

TS01 – 12/18

Subject: Award of Tender 2-2018/19 Provision of Cleaning Services
Author: S Pratt-King, Coordinator Technical Services
Responsible Officer: P Traylen, Acting Manager Technical Services
File Reference: FM.TE.18.19
Voting Requirements: Absolute Majority

Council Role:

- ☐ **Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- ☒ **Executive** The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- ☐ **Legislative** Includes adopting local laws, local planning schemes and policies.
- ☐ **Review** When Council reviews decisions made by Officers.
- ☐ **Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building licences, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

To seek Council approval to award tender 2-2018/19 Provision of Cleaning Services.

OFFICER'S RECOMMENDATION AND COUNCIL DECISION 081218:

MOVED: Cr Scott

SECONDED: Cr Gillam

That Council:

1. **Accepts the most advantageous tender, being that submitted by Delron Cleaning Geraldton to form a contract for Tender 2-2018/19 Provision of Cleaning Services to Shire of Irwin facilities, public ablutions and coastal node facilities. The contract will be for:**
 - a) **a period of three years**
 - b) **estimated to commence on 01 January 2019,**
 - c) **in accordance with the Schedule of Rates detailed in Attachment 2 Confidential Evaluation Report and other contractual arrangements.**
2. **Accepts that, should a Contract not be formed with Delron Cleaning Geraldton then the next most advantageous Tenderer, being Norfolk Cleaning Services is accepted and a Contract is to be formed, under the terms and conditions noted in Part 1 above, in accordance with Regulation 20(2) of the Local Government (Functions and General) Regulations 1996.**
3. **Delegates, by Absolute Majority, in accordance with section 5.42 of the Local Government Act 1995, authority to the Chief Executive Officer to negotiate in regard to the contract for Tender 2-2018/19, Provision of Cleaning Services, to Shire of Irwin facilities, public ablutions and coastal node facilities:**

	<p>a) Minor variations before entry into the contract, in accordance with Regulation 20 of the Local Government (Functions and General) Regulations 1996.</p> <p>b) Variations, after the contract has been entered into, limited to variations which do not change the scope of the contract and which do not increase the contract value beyond 10%, in accordance with Regulation 21A of the Local Government (Functions and General) Regulations 1996.</p>
<p>4.</p>	<p>Authorises the Chief Executive Officer, in accordance with section 9.49A(4) of the Local Government Act 1995, to execute the contract for Tender 2-2018/19, Provision of Cleaning Services, to Shire of Irwin facilities, public ablutions and coastal node facilities.</p>
<p>VOTING DETAILS:</p>	<p>CARRIED 8/0</p>

Attachments:

TS01.1 - RFT 2-2018/19 Provision of Cleaning Services
TS01.2 - CONFIDENTIAL: 2-2018/19 Evaluation Report
TS01.3 - CONFIDENTIAL: 2-2018/19 Evaluation Summary
TS01.4 - Tender Evaluation and Ranking

Background:

Public tenders were invited from suitably experienced Contractors to undertake cleaning services associated with the following Council owned facilities for a three year period:

Council Facilities

Shire Administration Centre
Council Chambers & Planning & Infrastructure Offices
Dongara Public Library
Operations Depot
Dongara Pavilion
Fisherman's Hall

Public Conveniences

Dongara Town Park Ablutions
Port Denison Foreshore Facilities & Ablutions
Seaspray Public Ablutions
Memorial Park Ablutions
South Beach Ablutions
Dongara Oval RV Dump Point

Coastal Nodes – Indian Ocean Drive

Cliff Head Ablutions & Camping Facilities
Big Freshwater Ablutions
Knobby Head Ablutions

At the close of tender, six submissions were received, five of which met the compliance criteria and were evaluated based on a value for money qualitative assessment as provided to Councillors under separate confidential cover.

Officer's Comment:

The recommended submission by Delron Cleaning Geraldton (Delron) ranked the highest in the qualitative criteria as set out in the Request for Tender document and was the second most competitively priced tender.

Delron have been the main contractor for the Shire's cleaning requirements since 2009 and have a proven track record in providing quality service with the flexibility to meet the Shire's changing needs.

Delron employ local residents to fulfill the day to day operational requirements of the contract, ensuring the Shire supports the local employment market.

Stakeholder Engagement:

The Tender was advertised in The West Australian, Geraldton Guardian and Dongara Denison Local Rag throughout October, with a closing date of 29 October 2018. As part of the tender process, tenderers were invited to attend an inspection of Shire facilities.

Financial/Resource Implications:

Contract to be managed within annual budget allocation.

Statutory Environment:

The Local Government Act 1995 provides as follows:

Section 5.42 Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
 - (a) this Act other than those referred to in section 5.43; or
 - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

** Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Section 9.49A (4)

- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.

The Local Government (Functions and General) Regulations 1996 provides as follows:

Section 20 Variation of requirements before entry into contract

- (1) If, after it has invited tenders for the supply of goods or services and chosen a successful tenderer but before it has entered into a contract for the supply of the goods or services required, the local government wishes to make a minor variation in the goods or services required, it may, without again inviting tenders, enter into a contract with the chosen tenderer for the supply of the varied requirement subject to such variations in the tender as may be agreed with the tenderer.

Section 20(2)

If —

- (a) *the chosen tenderer is unable or unwilling to enter into a contract to supply the varied requirement; or*
- (b) *the local government and the chosen tenderer cannot agree on any other variation to be included in the contract as a result of the varied requirement,*
that tenderer ceases to be the chosen tenderer and the local government may, instead of again inviting tenders, choose the tenderer, if any, whose tender the local government considered it would be the next most advantageous to it to accept.

Section 21A Varying a contract for the supply of goods or services

If a local government has entered into a contract for the supply of goods or services with a successful tenderer, the contract must not be varied unless —

- (a) *the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract; or*
- (b) *the variation is a renewal or extension of the term of the contract as described in regulation 11(2)(j).*

Policy Implications:

C12 Localised Purchasing
C13 Purchasing

Strategic Implications:

Strategic Community Plan 2017-2027

Strategy 2.1.3 Identify, provide and manage Shire assets (including community infrastructure, Shire controlled reserves and freehold land) in accordance with agreed service levels.