



REQUEST FOR TENDER

Town Maintenance Works – Mount Surprise

CONTRACT NO: ESC2025 - 23

Request for Tender

PART 1 – PREAMBLE				
Etheridge Shire Council invites Tenders from suitably qualified Tenderers for maintenance of Mount Surprise township as described in more detail in Part 5 - Scope.				
PART 2 – GENERAL INFORMATION				
1. Contract details:	Mount Surprise Town Maintenance			
2. Communications by Tenderers:	Communications regarding the Procurement Process must be submitted to tender@etheridge.qld.gov.au no later than 7 calendar days prior to the time stated in Item 4 (as extended if at all, pursuant to the Procurement Process Conditions).			
3. Briefing or site inspection:	Details	Maximum attendees	Mandatory	RSVP
	N/A	N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Tenderers are welcome to visit the sites at their convenience
4. Submission of Tender:	Tenders must be submitted at tender@etheridge.qld.gov.au by no later than 3:00pm on 19 June 2026. Note// Adequate time must be allowed for the Tender and all supporting documents to be uploaded or received by this time.			
5. Evaluation Criteria:	Evaluation Criteria			Weighting (%)
	Planned delivery of service (face to face interview)			30
	Local Preference			30
	Value for Money			30
	Availability of Machinery			10
6. Tenders should not be longer than:	N/A (including all attachments, annexures, supplements, parts, schedules or appendices)			
7. Tenders to be valid for:	90 calendar days after the time stated in Item 4 (as extended if at all, pursuant to the Procurement Process Conditions)			
8. Complaints:	Complaints regarding Procurement Process to be directed to: CEO at kennetht@etheridge.qld.gov.au.			
PART 3 – PROCUREMENT PROCESS CONDITIONS				
The Procurement Process is governed by, and this Request for Tender is to be read in conjunction with, the Procurement Process Conditions attached to or provided with this Request for Tender and identified as ESC2025-23 Procurement Process Conditions.				
PART 4 – CONTRACT				
The contract shall be substantially in the form attached to or provided with this Request for Tender and identified as ESC2025-23 Contract - Services.				
PART 5 – SCOPE				
<p>5.1 Toilets Clean/serviceable/consumables stocked at all times</p> <p>5.2 Dump Point Clean and functional at all times</p> <p>5.3 Facilities (Hall etc) Maintained (repairs internal/external identifies & reported) AS NEEDED</p> <p>5.4 Parks Green/ gardens maintained/ Lawns kept mowed and tidy / trees kept pruned at all times</p> <p>5.5 Bike Park / Elizabeth Creek Area Clean of rubbish/ maintained (repairs always identifies & reported)</p>				

5.6 Streets

Roadkill removed / rubbish removed / roadside kept mowed and tidy/ Footpaths kept clean & tidy / Trees kept pruned AT ALL TIMES

5.7 Airport

Kept mowed at LOW level / lighting inspections (night) (major repairs reported) monthly / fence inspections (major repairs always reported) / tarmac & apron area clean of debris at all times

5.8 Landfill

Public area bins checked daily & emptied as required/ no rubbish on land neighbouring landfill / kept clean & tidy / AT ALL TIMES

5.9 Vacant Council Land

Kept mowed, clean rubbish and vegetation managed

5.10 Cemetery

Neat, Clean tidy/ Maintain fencing (major repairs reported) Assist with burials (as required)

5.11 Other

Council event preparation (Anzac/Australia Day) AS REQUIRED

5.12 Water

Bores inspected (major repairs reported)/ Tanks inspected (major repairs always reported)

5.13 Drains

Kept clean of always debris/ mowed and poisoned before wet season each year

5.14 Town Entrances

Clean & Tidy / free of rubbish AT ALL TIMES

PART 6 – RESPONSE SCHEDULES

The Tender must be submitted in the form provided in the response schedules attached to or provided with this Request for Tender and identified as:

ESC2025-23 Tender Response for Goods and Services

ESC2025-23 Contract - Services.