

INVITATION TO TENDER & TENDER PARTICULARS

THORNDON PARK ESTATE
INDEPENDENT LIVING UNITS

STAGE 4

**3 Belperio Court, Paradise
South Australia**

TR-18-010

26 October 2018

TENDER PARTICULARS

Tender Closing Date: 16 November 2018 15:00pm

Tender to be Lodged At: Tender Box
Level 5, 420 King William Street
Adelaide SA 5000

No. of Copies: Labelled Tender for:

**Thorndon Park Estate
Independent Living Units
Stage 4**

Three [3] Copies

- 1 Original Paper Copy (Bound)
 - 1 Duplicate Paper Copy (Unbound)
 - 1 Electronic Copy
- in a sealed envelope

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Tender Validity Period 90 business days from Closing Date

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Annexure A	General Conditions of Contract AS2124-1992 as amended
Annexure B	Tender Forms and Schedules
Annexure C	Principal's Project Requirements <ul style="list-style-type: none">▪ Appendix A – Project Materials▪ Appendix B – Monthly Report

1.0 CONTENT OF TENDER

Tenderers **must** submit as a minimum the following completed forms and schedules included in Annexure B;

1. Tender Form;
 - Tender Form – Separable Portion 1 – Units 42-45, Road & Infrastructure
 - Tender Form – Separable Portion 2 - Units 46- 49, Bin Store Area
2. Schedule of Non Conformances, Exclusions and Clarifications;
3. Schedule of Alternatives and Savings;
4. Schedule of PC Sums and Provisional Allowances;
5. Trade Breakdown;
6. Schedule of Sub-Contractors;
7. Construction programme. Tenderers must provide a construction programme showing the proposed sequence of works supporting the target dates specified in Annexure A.
8. Price Options

The Superintendent may request the following information from any tenderer(s)

9. Schedule of Rates;
10. Schedule of Preliminaries and Supervision;
11. Details of relevant completed projects for the past 3 years;
12. Tenderers' current workload including:-
 - Brief description of current projects;
 - Value of current projects;
 - Start and finish dates of current projects;
13. Proposed project team and Organisational chart including
 - CV's of key personnel;
 - Percentage of time each team member will be committed to this project;
14. Proposed design consultants (if applicable) including
 - CVs of key personnel
 - Company profile;
15. Insurance certificates and certificates of currency;
16. Most recent Audited Company Financial Accounts;
17. Other information as deemed relevant by the Superintendent.

2.0 CONDITIONS OF TENDER

2.1 DEFINITIONS

In this Invitation, except where the context otherwise requires:

‘Business Day’ means a day that is not a Saturday, Sunday or any other day which is wholly or partly observed as a public holiday in the State in which the Works are located;

‘Closing Date’ means the date stated in the tender particulars subject to extension pursuant to clause 2.3;

‘Confidential Information’ means any technical, commercial or other information, ideas, concepts, know-how, data, drawings, specifications or designs of any kind in any form or medium supplied or made available by the Principal or brought into existence by the Tenderer for the submission of the Tender;

‘Consultant’ means any person engaged by the Contractor to perform consultancy services in connection with the Works and includes any consultant of the Principal whose prior contract is novated to the Contractor;

‘Content of Tender’ means the information listed in clause 1.0 of this Invitation, to be submitted by a Tenderer with their Tender, or subsequently as requested by the Superintendent;

‘Contract’ means the formal **Fixed Lump Sum** contract to be entered into between the Principal and the Contractor pursuant to this Invitation which will incorporate the Instrument of Agreement, General Conditions of Contract and the Contract Annexures;

‘Contract Items Annexure’ means Part A of the Annexure to the General Conditions of Contract which forms Annexure A to this Invitation subject to any amendments to that annexure agreed in writing between a Tenderer and the Principal;

‘Contractor’ means the successful Tenderer appointed by the Principal under the Contract to execute the Works;

‘Form of Tender’ means the documents to be completed by a Tenderer which form Annexure B;

‘General Conditions of Contract’ means the General Conditions which form Annexure A;

‘Invitation’ means this Invitation to Tender including the Annexures and all subsequent Addenda (if any) issued;

‘Legislative Requirements’ includes:

- a) the Building Code of Australia, Acts, Ordinances, regulations, by-laws, orders, awards and proclamations of the Commonwealth and the State or Territory in which the work under the Contract or any part thereof is being carried out;
- b) certificates, licences, consents, permits, approvals and requirements of organisations (including local councils) having jurisdiction in connection with the carrying out of the work under the Contract; and
- c) fees and charges payable in connection with the foregoing;

‘Plans’ means the plans, concept drawings, planning permit or development approval drawings and any other drawings forming part of this Invitation;

‘Principal’ means the Principal stated in Annexure A.

‘Provisional Sum’ includes monetary sum, contingency sum and prime cost item;

‘Project Materials’ means all of the documents listed in Annexure C, and referenced in the Formal Instrument of Agreement, and any Variation to such documents as directed by the *Superintendent*, under clause 40 of the Contract.

‘Services’ means any service or item of infrastructure, whether located on or off the Site, including water, electricity, gas, fuel, telephone, existing drainage, sewerage and other electronic communications services;

‘Site’ means the lands and other places to be made available to the Contractor by the Principal for the purpose of the Contract, and as partly described in the Annexure C;

‘Superintendent’ means **Trice Pty Ltd** or other person from time to time appointed by the Principal to be the Superintendent and notified as such in writing to the Tenderers or the Contractor (as appropriate) by the Principal and, so far as concerns the functions exercisable by a Superintendent’s Representative, includes a Superintendent’s Representative;

‘Superintendent’s Representative’ means a person appointed by the Superintendent as its representative;

‘Temporary Works’ means works used in the execution of the Works but not forming part of the Works;

‘Tenant’ means any party who has agreed to or it is intended will agree to take a lease of all or any part of the Premises, the Works or the Site after the Works have reached Practical Completion pursuant to the Contract;

‘Tenderer’ means any party lodging a Tender;

‘Tender’ means any tender lodged in response to this Invitation which complies with this Invitation;

‘Works’ means the whole of the work to be executed in accordance with the Contract including variations provided for by the Contract.

2.2 INTERPRETATION

The clause headings and sub-clause headings in this Invitation shall not form part of this Invitation and shall not be used in the interpretation of this Invitation.

Words in the singular include the plural and words in the plural include the singular, according to the requirements of the context.

Words importing a gender include every gender.

Any term of inclusion shall not be interpreted as a term of limitation.

A reference to a clause or Annexure is a reference to a clause or Annexure of this Invitation unless otherwise stated.

2.3 CLARIFICATION OF INVITATION AND ADDENDA

- 2.3.1 If a Tenderer is in doubt as to the true meaning of any part of the Invitation or finds any discrepancy, error or omission, it shall notify the Superintendent in writing and obtain clarification prior to lodging its Tender. Any alteration necessary to the Invitation resulting from any such clarification will be made only by formal Addendum. The Superintendent will not be liable for any claim due to any misinterpretation by the Tenderer.
- 2.3.2 Addenda to the Invitation may be issued prior to the Closing Date for the purpose of clarifying the Invitation or to effect changes in the technical or commercial aspects of the Invitation. Addenda will be distributed to each Tenderer. The recipient must acknowledge receipt of each Addendum. Addenda issued become part of the Invitation to Tender and the subsequent Contract.
- 2.3.3 The Principal may at any time prior to the Closing Date extend the Closing Date by giving written notice to the Tenderer in the form of an Addendum.
- 2.3.4 The Principal may, after the Closing Date, conduct further negotiations with one or more of the Tenderers which may result in issuing further addenda or information which will not necessarily be issued to all of the original tenderers.

3.0 TENDERER TO INFORM THEMSELVES

3.1 SITE VISIT

- 3.1.1 The Tenderer must, before submitting its Tender, inspect the Site for the purpose of ascertaining:-
- a) the conditions of access to the Site, and
 - b) the physical conditions upon the Site, including but not limited to existing structures and levels, and
 - c) any matters pertaining to the Site or the surrounding areas, including climatic conditions, which may affect the performance of the Services, and
 - d) the conditions below and within the Site which, pursuant to the Contract, the Contractor will take the risk for.
- 3.1.2 The Tenderer will in submitting its Tender, be deemed to have conducted the inspections referred to in clause 3.1 whether or not it has actually done so. Works not contemplated by the Tenderer due to its failure to conduct the inspections will not give rise to a variation.
- 3.1.3 The Tenderer must contact the Superintendent in order to arrange to inspect the Site. The Superintendent may, in the Superintendent's sole discretion, arrange for an inspection of the Site to take place with all tenderers at the same time or in the company of a person nominated by the Superintendent.
- 3.1.4 The Tenderer is advised to visit the Site to determine the prevailing conditions for the purpose of making all the necessary allowances.

3.2 GENERAL

- 3.2.1 Each Tenderer will, by submitting its Tender, be deemed to have fully acquainted itself with the contents of the Invitation and any documents which are referred to in any part of the Invitation.
- 3.2.2 The Tenderer is deemed to have;
- a. examined all the information made available to it by the Superintendent for the purpose of preparing its Tender, and
 - b. examined all information relevant to the risks, contingencies and other circumstances which could affect their Tender, and which is obtainable by the making of reasonable inquiries, and
 - c. informed itself as far as practicable as to the nature of the Works and the materials and methods necessary for the execution of the Works, and
 - d. informed itself of the nature of the obligations to be performed under the Contract, including the labour, plant, materials, mechanical plant and other resources necessary, suitable or desirable to perform those obligations, and
 - e. satisfied itself as to the correctness and sufficiency of its Tender for the performance of the Works and obligations required by this Invitation and the Contract and that its rates and other prices include compliance with all its obligations under the Contract and of all matters and things necessary for the due and proper performance and completion of the Contract, and
 - f. not relied on information provided by the Principal or by any person for or on behalf of the Principal or represented to be provided for or on behalf of the Principal without independently verifying such information and independently satisfying itself of the adequacy, accuracy and correctness of such information.
- 3.2.3 The Tenderer further warrants that the Tender is accurate and that it complies in all respects with the Invitation and the requirements of all laws.
- 3.2.4 The Tenderer acknowledges that the Principal will rely upon the warranties given in this clause 3 when considering the Tender and in entering into any contract.
- 3.2.5 Failure by the Tenderer to do all or any of these items it is deemed to have done under this clause will not relieve it of its liability to perform all of its obligations under the Contract.

4.0 ACKNOWLEDGEMENT BY TENDERER

Each Tenderer submits its Tender on the basis that the Tenderer acknowledges that:

- a) the Tenderer does not rely on:
 - i) any representation, letter, document or arrangement whether oral or in writing, and or
 - ii) any other conduct provided by or undertaken by the Principal or by any person for or on behalf of the Principal or represented to be provided for or on behalf of the Principal.
- b) if the Principal accepts a Tender, the contract arising out of acceptance of the Tender (the Contract) will constitute the only agreement between the Principal and the Tenderer (see Clause 15);
- c) the Tenderer does not rely upon any warranty or representation made by or on behalf of the Superintendent, and has relied entirely on its own enquires;

5.0 REGISTRATION OF TENDER

- 5.1 The Tenderer is advised that the Superintendent, in addition to the stated selection criteria, will not accept a Tender unless the Tenderer:
- a) Being a company, a cooperative, a limited partnership or a firm or individual (sole trader) carrying on business under a business name, is duly incorporated or registered under applicable legislation as the case may be; or
 - b) Being a foreign company carrying on business or proposing to carry on business in Australia is registered as a foreign company in Australia; and
 - c) Has, in the opinion of the Superintendent, the financial capacity to fulfil the Contract, is technically capable of and has the resources to fulfil the Contract. Should the Superintendent not be satisfied as to the Tenderer's financial capacity it may request the Tenderer to provide an additional "performance security" amount in a sum as is reasonable and determined by the Superintendent, notwithstanding that no security amount is specified in the Invitation.

6.0 CONTRACT/TENDER SUM

- 6.1 The Tender Sum shall consist of two separable portions, being Stage 4 Units 42 – 45 and road, and Stage 4 Units 46 - 49 and bin storage area. The Principal may elect to accept only one, or both separable portions when entering into contract with the Tenderer. All separable portions of the contract will be subject to Conditions Precedent as outlined in the Formal Instrument of Agreement (FIOA).
- 6.2 The Contract price shall be fully inclusive of all method related costs, preliminaries and other associated costs including but not limited to the following:
- a) site establishment including but not limited to : temporary site access tracks, site office and amenities, temporary fencing, statutory signage, temporary service connections, consumables, rubbish removal;
 - b) travel costs and all other costs and expenses which may be required in and for the construction of the Works;
 - c) all matters, risks, liabilities, obligations and requirements which are set forth, inferred or implied in the Contract;
 - d) all and any overtime working and any costs incurred as a result of restricted hours of working.
- All such costs are deemed to be included in the rates and sums within the Trade Breakdown in Annexure B.
- 6.3 The Contract price shall not be subject to any increase or decrease in rate or price as a result of any increase or decrease in the actual quantities used.
- 6.4 The prices quoted shall be on a lump sum fixed price basis (i.e. no escalation) and shall make due allowance for the payment and security detailed in the Invitation and the Contract.
- 6.5 The Contract price shall be quoted exclusive of Goods and Services Tax, but inclusive of all other taxes, levies, rates and import duties (excluding the CITB Levy which will be paid by the Principal directly to the fund).
- 6.6 The Contract price shall include for all items not limited to all costs consequences of all necessary operations, activities and administration, including inspection and testing required to ensure compliance with the General Conditions of Contract, the Principle's Project Requirements and all associated documentation provided or referred to within the Invitation or the Tender, and all applicable statutory regulations, and standards.

7.0 CONFORMITY WITH TENDER REQUIREMENTS

- 7.1 Any tender received is deemed to be inclusive of all of the requirements of the Invitation, unless departures from the Invitation are documented in the Annexure B Schedule of Non Conformances, Exclusions and Clarifications.
- 7.2 A Tender will be non-conforming and consequently may not be considered if:
- it does not conform with all of the requirements of the Invitation;
 - it stipulates conditions which vary from those of the Invitation;
 - it is a tender for part only of the Works to be performed under the Agreement;
 - the Form of Tender offer is not properly filled in; or
 - it is lodged later than the Closing Date.
- 7.3 A Tenderer must submit a Tender in strict conformity with the Invitation. However, the Principal reserves the right to waive informalities or non-conformity in any Tender received.
- 7.4 If a Tenderer submits a conforming Tender it may also submit alternative Tenders containing qualifying conditions or exceptions and the sums of money which are directly attributable to such conditions or exceptions. An alternative Tender must be clearly marked 'Alternative Tender'. The acceptance of any alternative Tender subject to qualifying conditions or exceptions shall be entirely at the discretion of the Principal.
- 7.5 If the Superintendent permits any amendments or additions to the Invitation or any Tender, no Tenderer will be entitled to any redress against the Superintendent or the Principal.
- 7.6 If the Tenderer becomes aware that any material specified in this Invitation is not available, the Tenderer must:
- include advice of that in its Tender in Annexure B Schedule of Non Conformances; and
 - specify an alternative material and price.
- 7.7 Where material specified in this Invitation is unavailable and the Tenderer complies with clause 6, the Tender may be considered a conforming Tender in relation to that material. Any alternative material proposed by the Tenderer will be subject to the approval of that material by the Principal.
- 7.8 If the tenderer becomes aware of any items or materials with a long lead / procurement time that compromises compliance with any milestone dates, the Tenderer is to notify the Principal of these in its Tender.

8.0 ALTERNATIVES AND SAVINGS

- 8.1 The Tenderer must include a break down of pricing for the Optional Upgrade Packages to the housing units, refer to the Schedule of Alternatives and Savings in Annexure B.
- 8.2 If in compiling its tender a tenderer devises a more economical material or more efficient construction method than that contemplated by this invitation, the tenderer may offer this as an Alternative.
- 8.3 In offering an alternative the tenderer must:
- Include advice in its Tender in Annexure B Schedule of Alternatives and Savings; and
 - Specify an alternative material/method and the amount of the cost/saving.
- 8.4 Where an alternative material/method and subsequent cost addition/saving proposed in a tender is accepted by the Superintendent, the contract documentation will be amended to reflect the alternative.
- 8.5 Acceptance of any alternative by the Superintendent does not relieve the Contractor from any obligation in regard to the Works under the contract.

9.0 COSTS AND EXPENSES

- 9.1 The Tenderer shall be liable for all costs and expenses in preparing and submitting its Tender, including Site visits and any negotiations.
- 9.2 The Tenderer shall have no entitlement to make any claim for any costs, losses, expenses or damages it may suffer as a consequence of the Tender process.

10.0 BUILDING CONTRACT

- 10.1 By submitting a Tender, a Tenderer acknowledges and accepts the General Conditions of Contract which will form part of the Contract.
- 10.2 The Contractor must enter into the Contract with the Principal. The Contractor must execute the Contract within 5 Business Days of receipt of an execution copy of the Contract and operate under the terms and conditions of the Contract during the period up to and including the execution of the Contract.

11.0 INDUSTRY STANDARDS AND STATUTORY REQUIREMENTS

- 11.1 The Tenderer must allow in its Tender for the management of all Industrial Relations in respect of the Works and between itself and its subcontractors, and their respective employees, and compliance with any State or Federal Industrial Requirements for any Contract.
- 11.2 The Tenderer must allow in its Tender for all costs and allowances associated with all Statutory and Legislative requirements as well as allow for all certificates, licences, consents, permits, approvals and requirements of organisations (including local councils) having jurisdiction in connection with the carrying out of the work under the Contract.

12.0 INSURANCES

The Contractor shall provide Contract Works Insurance and Public Liability Insurance for the duration of construction.

13.0 COLLUSIVE TENDERING

In consideration of being invited to Tender, the Tenderer promises as a fundamental condition that it will not engage in any uncompetitive behavior or other practice which denies legitimate business opportunities to other Tenderers or other participants in the Tender process.

14.0 CONFIDENTIALITY

- 14.1 Except to the extent required by law or approved by the Principal in writing, the Tenderer shall not at any time use for any purpose other than to submit a Tender or disclose to any person any Confidential Information which has been given to or obtained or developed by the Tenderer:
 - a) belonging to the Principal; or
 - b) which has been or is obtained by or given to the Principal by or on behalf of any third party,
- 14.2 If a Tenderer discusses the terms of its Tender with a prospective subcontractor, the Tenderer must first obtain undertakings from the prospective subcontractor that it will keep the Confidential Information absolutely confidential.

14.3 Tenderers must:

- a) ensure that all documents and materials comprising the Confidential Information are properly and securely used, handled, kept and stored by the Tenderer in such manner as will keep it confidential at all times; and
- b) return to the Principal upon request all copies of the Invitation.

15.0 ACCEPTANCE OF TENDER

- 15.1 The Principal may, in its absolute discretion, accept any Tender, or no Tender or, where a Tender has been submitted in options or parts, any part of a Tender, including alternatives to the tender requirements.
- 15.2 The Principal may either accept the combined offer being Separable Portion 1 – Units 42-45, Road & Infrastructure and Separable Portion 2 - Units 46-49, Bin Store Area or alternatively, the Principal may elect to accept Separable Portion 1 – Units 42-45, Road & Infrastructure and the Separable Portion 2 - Units 46-49, Bin Store Area offers separately.
- 15.3 The Principal may accept an alternative Tender as it is defined in clauses 7.0 and 8.0.
- 15.4 The lowest Tender will not necessarily be accepted by the Principal.
- 15.5 The Principal may accept a Tender on different terms to those contained in the Invitation.
- 15.6 The Principal may, after the Closing Date, conduct negotiations with one or more of the Tenderers and accept a Tender which is amended as a consequence of those negotiations.
- 15.7 A Tender will be accepted only when the Tenderer receives from the Principal notice in writing:
 - a) that the Tender is accepted; and
 - b) containing particulars of the terms upon which the Tender has been accepted
- 15.8 The Principal may at its discretion, advise all unsuccessful Tenderers of the name of the successful Tenderer and the date of acceptance of the successful Tender.
- 15.9 Any acceptance by the Principal of a Tender shall not constitute a legally binding agreement between the parties in relation to the carrying out of the Works. The Tenderer acknowledges and agrees that a legally binding agreement as to the carrying out of the works or any monies due in consideration of carrying out the Works shall be solely constituted by and governed by the Contract if, as and when, entered into.

16.0 REPRESENTATION

Should the Superintendent require any post Tender meetings, the Tenderer shall be represented at any such meetings as required by the Principal, by a person authorised to negotiate the contract price and terms and conditions the subject of the tender.

17.0 ROLE OF SUPERINTENDENT

The Principal has appointed the Superintendent as its representative in respect of the administration of this Invitation. Communications with the Superintendent will be deemed to be communications by or to the Principal.

ANNEXURES

THORNDON PARK ESTATE – STAGE 4

Annexure	Content
Annexure A	General Conditions of Contract - AS2124-1992 As Amended
Annexure B	Tender forms and schedules to be returned
Annexure C	Principal's Project Requirements

**GENERAL CONDITIONS OF CONTRACT
AS 2124 – 1992 AS AMENDED**

General Conditions of Contract

The General Conditions of Contract proposed for the project is based on Australian Standards AS 2124–1992 as amended

ANNEXURE B
TENDER FORMS and SCHEDULES

Tenderers must submit the following completed forms and schedules

- 1 TENDER FORM – Separable Portion 1 – Units 42 - 45, Road & Infrastructure**
- 2 TENDER FORM – Separable Portion 2 - Units 46 - 49, Bin Storage Area**
- 3 SCHEDULE OF NON CONFORMANCES, EXCLUSIONS AND CLARIFICATIONS**
- 4 SCHEDULE OF ALTERNATIVES AND SAVINGS SCHEDULE OF RATES**
- 5 SCHEDULE OF PC SUMS AND PROVISIONAL ALLOWANCES**
- 6 TRADE BREAKDOWN**
- 7 SCHEDULE OF SUB-CONTRACTORS**
- 8 CONSTRUCTION PROGRAMME**
- 9 PRICE OPTIONS**
- 10 SCHEDULE OF RATES**
- 11 SCHEDULE OF PRELIMINARIES and SUPERVISION**

TENDER FORM – Units 42 – 45 and road

Date of Tender :

Tenderer [Name of Company, Partnership of
Firm] :

A.C.N / A.B.N :

Address of Tenderer :

Registered Office [if different to above] :

I / We offer to execute and complete the Works in conformity with the Invitation to Tender and Tender Particulars, and the General Conditions of Contract for the lump sum of:

.....
.....(words) [\$.....] (figures) excluding GST.

THE COMMON SEAL of)
)
)

is affixed in accordance with its articles of association in the presence of:

.....
Secretary

.....
Director

.....
Print Name

.....
Print Name

TENDER FORM – Units 46 – 49 and bin storage area

Date of Tender :

Tenderer [Name of Company, Partnership of
Firm] :

A.C.N / A.B.N :

Address of Tenderer :

Registered Office [if different to above] :

I / We offer to execute and complete the Works in conformity with the Invitation to Tender and Tender Particulars, and the General Conditions of Contract for the lump sum of:

.....
.....(words) [\$.....] (figures) excluding GST.

THE COMMON SEAL of)
)
)

is affixed in accordance with its articles of association in the presence of:

.....
Secretary

.....
Director

.....
Print Name

.....
Print Name

**SCHEDULE OF NON CONFORMANCES,
EXCLUSIONS and CLARIFICATIONS**

THORNDON PARK ESTATE – STAGE 4

Tenderers are to include details of any Non Conformances, Exclusions and Clarifications in regard to information included in the Invitation to Tender and Tender Particulars. In the absence of information being provided the tender will be deemed to be inclusive of all of the requirements of these documents.

THIS FORM MUST BE SUBMITTED WITH THE TENDER

**Signed for and on behalf
of the Tenderer:.....**

Date:.....

**SCHEDULE OF
ALTERNATIVES and SAVINGS**

THORNDON PARK ESTATE – STAGE 4

Tenderers to include price breakdown of the Optional Upgrade Packages in the table below;

Item No.	Description	
LUXURY KITCHEN UPGRADE PACK		
		Cost (exc GST)
1	Appliance Upgrade: Smeg in lieu of Omega Electric Cooktop-SA 661X Electric Oven-SA561X-9 Retractable Ducted Rangehood-SAH460SS Dishwasher-DWA314X	
2	Glass Splashbacks in lieu of tiled	
3	Gloss finish door & drawer fronts in lieu of laminate	
4	Doors upgraded to drawers (exc. sink cupboard and top wall oven cupboard)	
5	Soft close drawers (Blum)	
6	Hansa Flickmixer tap upgrade (Hansa Polo Sink Mixer)	
7	Pendant lights above bench (3No. Crompton FA1207 DIY Pendant)	
8	Porcelain floor tiles in lieu of ceramic (selection to be confirmed)	
9	Hot water controller (Rheem standard controller)	
	TOTAL (exc GST)	
LUXURY BATHROOM & ENSUITE UPGRADE PACK		
		Cost (exc GST)
1	Full height wall tiling	
2	Porcelain floor tiling in lieu of ceramic (selection to be confirmed)	
3	Flickmixers upgrade (Hansa Polo Basin Mixer & Shower Mixer)	
4	Handshower upgrade (Hansa Ecojet Neu 1 Shower on Rail)	
5	Hansa bathroom accessory upgrade	
6	Semi-frameless shower screens (Stegbar 'Grange' or approved equivalent)	
7	Gloss finish cabinets in lieu of laminate	
8	Hot water controllers (Rheem standard controllers)	
	TOTAL (exc GST)	
LUXURY LAUNDRY UPGRADE PACK		
		Cost (exc GST)
1	Flickmixer upgrade (Hansa Polo Laundry Mixer)	
2	Inset sink (Clark 45L Flushline) in gloss finish joinery unit with stone benchtop & gloss finish overhead cupboards in lieu of pre-fab white cabinet with trough	
3	Gloss doors to Linen cupboard in lieu of laminate	
4	Porcelain floor tiles in lieu of ceramic (selection to be confirmed)	
5	Full height tiling behind washer & dryer	

	TOTAL (exc GST)	
SECURITY & LIFESTYLE PACK		
		Cost (exc GST)
1	Stainless steel security mesh screen door with 3-point locking systems to front entry door (keyed alike with main door)	
2	Aluminium grille security screen door to laundry and rear door(s) with 3-point locking system (keyed alike with main door)	
3	Glass door upgrade to master bed robe (framed white glass)	
4	2No. drawer units to Bed 1 robe	
5	80% Wool blend carpet upgrade in lieu of solution dyed nylon (selection: Feltex – Essington, colour: overlap no. 41, style: cut pile twist)	
6	Gloss doors to Linen cupboard in lieu of laminate	
	TOTAL (exc GST)	
	GRAND TOTAL (exc GST)	

Tenderers are to include details of any other potential alternatives and savings that may enhance their tender and provide additional value to Thorndon Park Estate

THIS FORM MUST BE SUBMITTED WITH THE TENDER

**Signed for and on behalf
of the Tenderer:.....**

Date:.....

**SCHEDULE OF PC SUMS and
PROVISIONAL ALLOWANCES**

THORNDON PARK ESTATE – STAGE 4

Tenderers are to include details of any PC sums and Provisional Allowances included in their tender. In the absence of information being provided the tender will be deemed to be fixed with no adjustable sums and allowances.

		Stage 4 ILUs (Units 42-49)
Item	Description	Amount (exc GST)
Soft Landscaping	Supply of plants	\$2,000
Principal Design Changes	To be confirmed	\$40,000
Bin storage area	To be confirmed	\$40,000
TOTALS (exc GST)		\$82,000

THIS FORM MUST BE SUBMITTED WITH THE TENDER

**Signed for and on behalf
of the Tenderer:.....**

Date:.....

TRADE BREAKDOWN

THORNDON PARK ESTATE – STAGE 4

Complete and return this schedule below with your Tender. Also complete and attach any returnable schedule included in the Principal's Project Requirements.

		Separable Portion No 1 Units 42 – 45 and road	Separable Portion No 2 Units 46 – 49 and bin storage area
ITEM #	DESCRIPTION	AMOUNT (\$) (exc GST)	AMOUNT (\$) (exc GST)
1	Preliminaries & Margin	\$	\$
2	Site Supervision	\$	\$
3	Site Works	\$	\$
4	Spoil Removal	\$	\$
5	Base Preparation	\$	\$
6	Plumbing	\$	\$
7	Electrical	\$	\$
8	Kerbing and Gutters	\$	\$
9	Bitumen	\$	\$
10	Benching & Retaining Walls	\$	\$
11	Plumbing & Electrical – in slab	\$	\$
12	Termite Protection (penetrations)	\$	\$
13	Concrete Works Complete	\$	\$
14	1 st Fix Carpentry - Materials Supply	\$	\$
15	1 st Fix Carpentry - Labour	\$	\$
16	Aluminium Windows & Doors, Entry Frames	\$	\$
17	Termite Treatment (perimeter)	\$	\$
18	Roofing & Cladding (including sarking)	\$	\$
19	Masonry (including sarking)	\$	\$
20	Gas Fitting – 1 st Fix	\$	\$
20	Plumbing – 1 st Fix (including in-ground works)	\$	\$

Thorndon Park Estate – Stage 4
Independent Living Units

22	Electrical – 1 st Fix (including in-ground works)	\$	\$
23	MATV / Comms – 1 st Fix (including in-ground works)	\$	\$
24	Mechanical – 1 st Fix	\$	\$
25	Internal Linings (including insulation)	\$	\$
26	2 nd Fix Carpentry - Materials Supply (External)	\$	\$
27	2 nd Fix Carpentry - Materials Supply (Internal)	\$	\$
28	2 nd Fix Carpentry – labour (External)	\$	\$
29	2 nd Fix Carpentry – labour (Internal)	\$	\$
30	Skylights	\$	\$
31	Rendering	\$	\$
32	Stonework	\$	\$
33	Joinery	\$	\$
34	Waterproofing	\$	\$
35	Tiling - Supply	\$	\$
36	Tiling - Installation	\$	\$
37	Electrical – 2 nd Fix/ Final Fit	\$	\$
38	MATV / Comms -2 nd Fix/Final Fit	\$	\$
39	Plumbing – 2 nd Fix/Final Fit	\$	\$
40	Mechanical – 2 nd Fix/Final Fit	\$	\$
41	Gas Fitting – Final Fit	\$	\$
42	Painting (external)	\$	\$
43	Painting (internal)	\$	\$
44	Garage Doors	\$	\$
45	Sanitaryware Supply	\$	\$
46	Final Fittings (accessories, door stops, door seals, weather strips)	\$	\$
47	Shower Screens & Mirrors	\$	\$
48	Robes		
49	Floor Coverings	\$	\$
50	Paving	\$	\$
51	Fencing & Gates	\$	\$
52	Stormwater (roof & surface systems)	\$	\$
53	Rainwater Tank & Pump	\$	\$

Thorndon Park Estate – Stage 4
Independent Living Units

54	Clotheslines	\$	\$
55	Letterboxes (including numbers)	\$	\$
56	Appliances (supply&install, inc HWS)	\$	\$
57	Soft Landscaping	\$	\$
58	Provisional Sum (Principal Design Changes)	\$	\$ 40,000.00
59	Provisional Sum (Plant Supply)	\$	\$ 2,000.00
60	Provisional Sum (Bin storage area)	\$	\$ 40,000.00
	TOTAL TENDER SUM (Exc GST)	\$	\$

THIS FORM MUST BE SUBMITTED WITH THE TENDER

**Signed for and on behalf
of the Tenderer:**.....

Date:.....

SCHEDULE OF SUB-CONTRACTORS

THORNDON PARK ESTATE – STAGE 4

TRADE DISCIPLINE		CONTRACTORS
	Site Works	1
		2
	Retaining Walls	1
		2
	Termite Protection	1
		2
	Concrete Labour	1
		2
	Concrete Supply	1
		2
	Reinforcement	1
		2
	Frame Materials	1
		2
	Aluminium Windows/ Doors and Entry Frames	1
		2
	Carpenter (1 st Fix)	1
		2
	Brick Supply	1
		2
	Brick Labour	1
		2
	Sand & Metal	1
		2
	Lintels	1
		2
	Roofing & Cladding	1
		2
	Gas Fitting	1
		2

Thorndon Park Estate – Stage 4
Independent Living Units

	Plumbing	1 2
	Electrical Services	1 2
	MATV and Communications Services	1 2
	Mechanical Services	1 2
	Internal Linings	1 2
	Insulation	1 2
	Roller Doors	1 2
	2 nd Fix Carpentry Materials	1 2
	2 nd Fix Carpenter	1 2
	Skylights	1 2
	Render	1 2
	Stonework	1 2
	Joinery	1 2
	Waterproofing	1 2
	Tiler	1 2
	Painting	1 2
	Garage Doors	1 2
	Security Doors	1 2

Thorndon Park Estate – Stage 4
Independent Living Units

	Sanitaryware Supply	1
		2
	Robes, Shower Screens, Mirrors	1
		2
	Floor Coverings	1
		2
	Paving	1
		2
	Fencing & Gates	1
		2
	Rainwater Tank & Pump	1
		2
	Clotheslines	1
		2
	Letterboxes	1
		2
	Appliances	1
		2
	Soft Landscaping	1
		2

THIS FORM MUST BE SUBMITTED WITH THE FOLLOWING TENDER

**Signed for and on
behalf of the Tenderer:.....**

Date:.....

CONSTRUCTION PROGRAMME

THORNDON PARK ESTATE – STAGE 4

Tenderers are to include their proposed Construction Programme for the works in accordance with the Invitation to Tender and Tender Particulars, including the General Conditions of Contract.

The submitted programme shall not in any way limit the liability of the Contractor to provide a detailed works programme in accordance with the requirements of the Contract and acceptance of the Tender does not imply acceptance of the submitted programme.

Tenderers should note that Separable Portion No. 1 Units 42 – 45 and the roadway should be constructed and completed first, and that such programming will be looked upon favorably in the Tender assessment. Tenderers are to allow for all relocations of site fencing etc. as required to handover Separable Portion No. 1 upon completion.

THIS FORM MUST BE SUBMITTED WITH THE TENDER

**Signed for and on behalf
of the Tenderer:.....**

Date:.....

PRICE OPTIONS

THORNDON PARK ESTATE – STAGE 4

Tenderers are to include for options on the following which may be added to the contract sum. The sums shall be based upon the documentation provided and exclusive of GST.

- Steel framing in lieu of timber.

THIS FORM MUST BE SUBMITTED WITH THE TENDER

**Signed for and on behalf
of the Tenderer:**.....

Date:.....

**SCHEDULE OF RATES
(for variation purposes)**

THORNDON PARK ESTATE – STAGE 4

Description of Item	Cost	Per
Electrical		
2-Way switch		Each
3-way switch		Each
Phone Point		Each
TV Point (Digital Free to Air & Foxtel)		Each
LED Downlight		Each
Exhaust Fan		Each
Dimmer switch		Each
Single GPO (10AMP)		Each
Double GPO (10AMP)		Each
Weatherproof Single GPO		Each
Weatherproof Double GPO		Each
Eaves Mounted Oyster Light		Each
LED Sensor Light		Each
Internal Works		
Additional ceramic floor tiling		M2
Additional ceramic wall tiling		M2
Built-in Sliding door robe (laminated finish to doors & powdercoat frame/ track), nominal 1800mm long, full height & including end panel, 1No. shelf w/ hanging rail		Each
Additional skylight (Solatube 160DS)		Each
External Works		
Driveway Paving		M2
Pedestrian Paving		M2
Border Paving		L/M
250x250mm grated inlet pit (poly)		Each
90mm dia grated inlet pit (poly)		Each
Grated strip drain (poly)		L/M
1800h Colorbond Good neighbour fencing		L/m
Concrete sleeper retaining wall (as per engineers detail)		L/m

THIS FORM MUST BE SUBMITTED WITH THE TENDER

**Signed for and on behalf
of the Tenderer:**.....

Date:.....

SCHEDULE OF PRELIMINARIES & SUPERVISION

THORNDON PARK ESTATE – STAGE 4

ITEM	DESCRIPTION	ALLOWANCE (\$)
1	Site Office Establishment	
2	Site Security Fencing	
3	Security provisions	
4	Temporary roads, footpaths, gravel wash down containment areas and gravel shakedown pits.	
5	Temporary services	
6	Final survey	
7	Survey and set out of the Works	
8	Local Authority fees	
9	Printing and transmission of drawings/specification	
10	Site amenities and messing facilities	
11	Training and site induction facilities and equipment	
12	Temporary fire protection equipment	
13	First Aid facility	
14	Handrails, barriers and protection	
15	Protective clothing and equipment	
16	Cranage	
17	Materials handling	
18	Waste collection and disposal	
19	Final clean	
20	Existing condition report (Dilapidation Report only)	
21	Site sign-board and directional signage	
22	Testing fees of material and equipment	
23	Project Reports (PCG)	
24	Photographic record	
25	Stationery, postage and couriers etc	
26	Works-as-Constructed plans, plus Operational and Maintenance Manuals as per Contract	
27	Cost planning services	
28	Programming services	
29	Management and Supervision of the Works (Contractor to provide break up of all personnel, rate per week and forecasted project attendance)	
	TOTAL	

THIS FORM MUST BE SUBMITTED WITH THE TENDER

**Signed for and on behalf
of the Tenderer:.....**

Date:.....

SCHEDULE OF PROJECT TEAM

THORNDON PARK ESTATE – STAGE 4

Tenderers are to indicate the proposed Project Team for the works, including percentage of time each team member will be committed to this project –

Name	Person	% of committed time
Project Manager		
Site Supervisor		
Contract Administrator		

THIS FORM MUST BE SUBMITTED WITH THE TENDER

**Signed for and on behalf
of the Tenderer:.....**

Date:.....

SCHEDULE OF INSURANCES

THORNDON PARK ESTATE – STAGE 4

Tenderers are to include Builders License number and current certificates of insurance for:

	Contract Works	Professional Indemnity	Workers Compensation	Public Liability	Plant And Equipment
Insurer					
Limit of Cover					
Expiry Date					
Policy Number					

THIS FORM MUST BE SUBMITTED WITH THE TENDER

**Signed for and on behalf
of the Tenderer:**.....

Date:.....

ANNEXURE C

THORNDON PARK ESTATE – STAGE 4

1. PRINCIPAL'S PROJECT REQUIREMENTS

1.1 Project Materials

The Project Materials provided by the Principal are attached to the Invitation to Tender document in Appendix "A".

1.2 Planning Conditions

The Contractor will be responsible for complying with all Planning Conditions, including those listed in Appendix "A".

1.3 Design Consultants

All design consultants will be the responsibility of the Principal in accordance with the Contract.

1.4 Authorities

The Contractor shall comply with requirements of all Authorities for the design and construction of the project, including those directions or approvals contained in any Planning Conditions or Environmental Conditions.

The Contractor is to pay all fees and contributions associated with all Authorities approvals.

The Contractor is to obtain all certificates and approvals required by the Authorities on completion of the project to enable occupation and operation of the premises.

Copies of Authorities' Conditions of Approval, stamped approved plans and Final Certificates are to be issued by the Contractor to the Principal within 7 days of receipt. Presentation documents are to be produced to assist in communication design concepts and approach to Authorities.

1.5 Documents, Design and Construction Process

The Contractor will liaise with the Superintendent for the finalisation of all outstanding items within the Project Materials.

The Principal or their nominated representative(s) may attend regular site and design meetings to be conducted by the Contractor.

The Contractor will provide a full sample board of proposed finishes materials for the Principal's approval.

The Principal may appoint independent Consultants to examine the documentation, and carry out site inspections. Access to the site is to be provided for the Consultants at all reasonable times.

Any information not incorporated in the Contractor's working documents, whether or not these working documents have been submitted to and examined by the Principal, will not relieve the Contractor from meeting the requirements of the Principal as set out in the Principal's Project Requirements and Project Materials, and as from time to time modified with the written approval of the Principal.

1.6 Standards and Materials

This specification specifies the minimum requirements and standards acceptable to the Principal at the time of construction.

The requirements contained in the Project Materials are to take precedence over all other standards and requirements unless Authorities or Australian Standards require superior standards.

All manufactured items and materials are to be stored, used and installed strictly in accordance with the current published recommendations of the manufacturer. Appropriate design input is also required from manufacturers recommended installers or agents to ensure correct application and warranty of the product.

1.7 As Built Drawings, Operation & Maintenance Manuals, Training

The Contractor will be responsible for producing as built documents for all disciplines. In particular any in ground or hidden services are to be clearly referenced to a known grid line or fixed building point. Reduce Levels [R.L.'s] from the finished surface are also to be shown.

A CD containing electronic copies of As-built documentation is to be submitted to the Principal at completion of the project.

A Master Operation & Maintenance Manual (minimum 3 copies unless stated otherwise as more in the technical specifications) is required for the building as scheduled below but not limited to:

- Mechanical Services;
- Electrical Services;
- Communications;
- Security Services;
- Hydraulics;
- Fire Services;
- Any other services.

A Tenant Operation & Maintenance Manual is to be provided for each dwelling, with information relevant to all items requiring instruction to operate and instruct proper use and maintenance of items, so as to operate them safely and to ensure adherence to warranty requirements (8 copies, hard & soft formats)

The Contractor shall provide training to the Principal and Tenant(s) as required and is to be made up of basic and advanced sessions. It is suggested that each session cover the basics of each system then move into the advanced technical side of each system.

1.8 Sample Board/Finishes & Material

A finishes schedule is to be included in the design documentation, this should show samples of all finishes and materials as reasonably required and / or requested by the Principal.

The Contractor will provide a full sample board of proposed finishes materials for the Principal's approval within 3 weeks of contract signing and 4 weeks before ordering material to be fixed. The finishes board is to have coloured elevations as a minimum along with office and ancillary area plans if applicable.

Delays due to late submissions or inadequacy of samples are not recognised as a reason for a variation of extension of time.

1.9 Programme

The Contractor will be responsible to produce a construction schedule in Microsoft Project format incorporating the milestone dates as listed in Appendix B. This programme is to be updated weekly for the use in construction site meetings and the monthly PCG Report highlighting Actual Construction Activity against the original baseline.

1.10 Upgrade Packs

The Principal will make available to Tenants the Upgrade Packs up until the point of completion of wall & roof framing. If requested by a purchaser, the Superintendent will issue a written instruction/ variation to the Contractor outlining the details of the upgrades chosen. The variation pricing will reflect that submitted at tender, with amount deemed to include amounts for the Contractor's profit, overheads & attendance.

The Contractor is to hold back all items associated with Upgrade Packs and only confirm these orders once they have received approval from the Superintendent to do so.

2. SITE CONDITIONS

2.1 Dilapidation Report

The Contractor is responsible for preparing a dilapidation report of the adjacent structures and existing infrastructure prior to the commencement of site works.

At Practical Completion the report will be reviewed and any differences in condition from the date of the report to the Date of Practical Completion shall be rectified by the Contractor at its cost.

2.2 Site Security / Protection / Fencing

The Contractor will be responsible to install appropriate security fencing to the boundaries of the project site in accordance with the requirements of the Campbelltown City Council, and to the satisfaction of the Superintendent.

The Contractor shall be wholly responsible for the proper and adequate safeguarding of the works and of fixed and unfixed materials on the site during both working and nonworking hours. This shall include but not be restricted to the risk of fire, wetting, theft, loss and interference.

The Contractor shall ensure that the site is left in a safe and secure condition outside of the nominated working hours (e.g. overnight, public holidays, weekends, shutdowns) and shall not be left in a condition considered by the Superintendent to be enticement for trespass, theft or other interference, either with the works or the building itself.

The Contractor shall be held responsible for the adequate protection of the existing adjacent buildings, services, roadways, paths, landscaping etc. during the works and shall make good at its expense all damage to them caused by its operations. The interest of the Principal must be safeguarded in every way.

In all cases protection shall be applied or provided as soon as a service is finished and / or materials arrive on the site.

2.3 Construction Area

Vehicular access to the site will only be via the roads nominated by the Superintendent. Contractor or Subcontractor's vehicles will be allowed to park within the boundaries of the construction site area that is approved by the Superintendent and not any other part of an estate.

The Contractor will ensure that proper procedures are implemented to keep surrounding Council roads clean and free from construction dirt and debris.

2.4 Coordination with Existing Tenants

Within the land footprint of the Thorndon Park Estate site there are 42 occupied Independent Living Units, which were built in the previous stages. The Contractor is to obtain written confirmation as to when and how to proceed with any works interfacing within this facility; including but not limited to: access, services suspensions/ shutdowns, noise levels over EPA requirements, noise levels commencing prior to or after the times of day or days of the week stipulated by the EPA.

The Contractor is to be aware that the Site is adjacent to various occupants and will be responsible for the liaison with and the management of interface tenants matters for all construction and construction associated activities. Where this situation occurs they should keep the Principal fully informed on a regular basis.

The Contractor shall undertake the works in a manner that does not adversely impact on the day to day

operations of adjacent tenants or residents.

2.5 Working Hours

The Contractor is to comply with working hours nominated in the Planning Conditions, and the current EPA requirements.

The Contractor shall have no claim in respect of cost and/or extension of time for any overtime work that maybe required to meet the Date for Practical Completion.

The Contractor must seek approval from the Principal for all works which may breach EPA requirements in relation to noise.

2.6 Site Communication

Not used

2.7 Dust Control

The Contractor will be totally responsible for dust control on the site. As a minimum all dust control methods must comply with the requirements of all Laws including all Environmental Conditions.

The Contractor shall minimise nuisance to the public and adjacent properties from noise and dust from the Works.

If directed, submit proposed procedures to minimise and control such nuisance and carry out approved procedures. Re-submit progressively any proposed changes to the approved procedures.

Limit noise-producing activities to normal working hours unless otherwise approved by the Superintendent.

All constructional plant and equipment shall be fitted with noise suppressors, acoustic linings or screens. Sirens and loud hailers shall not be used except in an emergency.

Use suitable equipment and procedures, screens and water spraying to reduce dust nuisance.

Spray dust-producing materials before loading in trucks or open containers. Use trucks with suitable covers for transporting dust-producing materials or materials that could be dislodged by wind.

2.8 Concrete Crushing

Concrete crushing is not permitted on site.

2.9 Residents & Tenants

The Contractor is to be aware that the Site is adjacent to various occupants and will be responsible for the liaison with and the management of interface tenants matters for all construction and construction associated activities. Where this situation occurs they should keep the Principal fully informed on a regular basis.

The Contractor shall undertake the works in a manner that does not adversely impact on the day to day operations of adjacent tenants or residents.

2.10 Existing Services

The Contractor is to make themselves aware of any potential underground services and take all necessary care and caution in carrying out the works adjacent to existing services. The Contractor shall be held responsible for the adequate protection of services and areas adjacent to the works and other areas used by personnel engaged in the works and shall make good at its own expense all damage to them caused by the works, its personnel or sub-contractors. The Contractor must notify the Superintendent immediately of any damage to existing service or existing works.

2.11 Existing Access Road

The Contractor shall be held responsible for the alteration or removal of the access road to suit staging and construction requirements.

2.12 Existing Site Levels

The Contractor is to be aware that the housing sites have been benched to approximate design levels, but

the road has not been cut or benched. The current levels of the Stage 4 roads and housing sites will need to be surveyed.

2.13 Southern Boundary Fencing and Ground Water Relief Works

The Contractor is to be aware that the Southern boundary fence works are excluded from this tender. The Principal will engage a separate contractor to complete these works. It's anticipated that the boundary fencing works will be completed prior to the commencement of Stage 4 Housing and Civil Works. In the event that there is an overlap, the Contractor is to allow for site sharing, communication and coordination with the onsite Contractors.

2.14 Site Accommodation / Amenities

Generally:

Provide temporary site sheds and accommodation for administration, storage and site amenities as necessary.

Site sheds may be prefabricated or purpose made, and shall be properly constructed, in good condition, weather tight, with natural light and ventilation, power and lighting, and freshly painted. Site sheds shall be properly secured to a base or foundation, and connected to suitable drainage and sewerage in accordance with the requirements of the relevant service authorities. Locate site sheds in tidy groups in approved positions.

Keep site sheds maintained, tidy, clean, and in sanitary condition. Clean daily or more often if required.

Remove site sheds before Practical Completion. Make good after removal and properly disinfect adjacent areas.

Amenities:

Provide site amenities in accordance with the requirements of the relevant authorities, industrial agreements and awards, and customary practice. Obtain all required permits, pay all applicable fees and comply with all conditions and instructions.

Site amenities shall include lunch rooms, change rooms, ablutions rooms including washing and screened toilet accommodation for male and female personnel.

Provide an adequate drinking water supply and equipment for hot water, food warming and refrigeration.

Contractor to make available telephone, facsimile, data point and work space for use by Client and /or Client's Representative at mutual agreeable times.

3. CONTRACT CONDITIONS

3.1 Quality Assurance

The Principal requires the facility to be built in accordance with appropriate quality and checking procedures. The application of quality or checking procedures is to ensure the facility has minimal maintenance requirements and is built to acceptable industry standard of finishes. The Superintendent will determine what is, and what is not acceptable in terms of quality for the project.

The Contractor will maintain and operate an on-site quality control system generally in accordance with AS 2990. The Contractor is to provide details of how it will ensure quality is maintained throughout the project. The Contractor is to provide evidence throughout the duration of the project how quality is being monitored and maintained.

3.2 Occupational Health & Safety

The building and its design should comply with all occupational health and safety statutory requirements and in accordance with the Contractors obligations under the General Conditions of Contract. The Contractor acknowledges that the Contractor has duties and obligations pursuant to the current Occupational Health

and Safety Laws applicable to the State in which the Works will be carried out, as amended, and undertakes to take all steps necessary to ensure that a safe working environment exists.

3.3 Environmental Management Plan

The Contractor shall prepare and maintain an environmental system which meets the requirements of AS/NZS ISO 14001:1996 - Environmental Management in accordance with it's the Contractor's obligations under the General Conditions of Contract.

3.4 Project Quality Records

It is the intention of the Principal to conduct audits of the Contractor's Quality Plan, Environmental and Health & Safety Plan for this project at the following specific points:

- (a) prior to the issue of the first sub-contract package
- (b) two (2) weeks after the establishment at the site
- (c) six (6) weeks after the issue of the first sub-contract package to evaluate the audit capability of the Contractor.
- (d) four (4) weeks after commencement of site work
- (e) bi-monthly audits during the construction phase
- (f) two (2) weeks prior to the final inspection/commissioning phase
- (g) on completion of the project immediately prior to handover. The Project Manager may combine audits to suit the project program; cancel audits when the Contractor has successfully demonstrated the maturity of its quality system and/or conduct unscheduled or follow-up audits as and when the Contractor demonstrates problems in its implementation of quality system.

The quality records to be maintained are those stated in AS 3905.2 Section 4. These records must be available on site at all times to the Superintendent.

4. CONTRACTOR TO ALLOW

Reporting & Communication

The minimum reporting requirement will be a verbal weekly status report in conjunction with formal fortnightly site meetings. The Contractor will be responsible for taking minutes at these site meetings and distributing these within 3 working days.

Monthly Report

The Contractor will provide a monthly report.

Project Signage

The Contractor is to allow for all signage other than main building signage in this contract. The Contractor is permitted to erect Project Signage to identify itself (sub-contractor signs are not permitted). Details of the signage shall be in accordance with Authority requirements and shall be submitted to the Superintendent for review and approval.

The Contractor shall remove any unauthorised advertisements or signs immediately discovered or if directed.

The Principal reserves the right to display any sign on hoardings or elsewhere.

All costs to be borne by the Contractor.

Site Penalties & Loading

The Contractor is to make its own estimate as to the provisions for site penalties, allowances, protective clothing and site loadings and shall include such in the tender submitted. Under no circumstances will the Principal be held responsible for either, any, or all such costs.

No Contract Sum adjustments shall be made for the cost of wages, site and industry allowances, clothing and food allowances and industry superannuation, long service leave and redundancy contributions or the like, including increases in such costs, which may occur after the date the Contractor has submitted its tender.

Site Agreements

The Contractor shall be responsible to agree with the appropriate Trade Unions the employment conditions which shall apply in respect of the Works. All costs associated with the agreements shall be deemed to be included in the Contract Sum.

Temporary Structures

The Contractor shall be solely responsible for the design, supply and construction, including approvals, of any temporary works required for construction of the Work described in these documents, including shoring, scaffolding, false work and formwork. The Contractor must provide suitable sheeting, temporary screens etc., to ensure full protection to the public and of existing finishes, equipment etc., in and adjacent to the working areas and access routes thereto.

Connection of all temporary services, including but not limited to: telecommunications, power, water and sanitary accommodation.

All required site establishment, including but not limited to: Contractor's site staff accommodation, toilets, temporary crossings, temporary services including telephone, power, water and sanitary accommodation.

The Contractor will be responsible for making good or replacing any damaged finishes and equipment to the Principal's satisfaction.

Temporary Services

Sewer, water supply, drainage and electricity will be provided to site.

The contractor shall arrange for connection and maintenance of such services as he requires for site accommodation and for the Works and remove such services on completion.

All costs fees and charges relating to the connection, disconnection, consumption of such services shall be borne by the Contractor.

Insurances

Contract Works and Public Liability Insurances, Work Cover Insurance and licenses required under South Australian legislation are all at the cost of the Contractor.

Set Out

The Contractor shall be responsible for the true and proper setting out of the Work, including all intermediate lines, profiles, pegs and levels etc. necessary for the Work and shall be responsible for their preservation and maintenance in their true position.

The Contractor should engage the services of a suitably qualified and experienced surveyor to assist in setting out the work, including but not limited to: retaining walls, fencing, slabs, parti-walls.

Clear

The contractor shall diligently complete the Works including the following items:-

- Clean and remove all surplus materials, rubbish, dirt, etc. from site.

APPENDIX A – PROJECT MATERIALS

Document No.	Title	Rev
01 ACCESS & STAGING		
	Proposed site layout Site Plan	-
02 ARCHITECTURAL		
	Bathroom elevations_ 20 Aug 2018-Bath type 1	20 Aug 2018
	Bathroom elevations_ 20 Aug 2018-Bath type 2	20 Aug 2018
	Bathroom elevations_ 20 Aug 2018-Bath type 3	20 Aug 2018
	TYPE D DOUBLE ROOF PLAN_20 Aug 2018-D1 WD21	20 Aug 2018
	TYPE D DOUBLE ROOF PLAN_20 Aug 2018-D2 WD21	20 Aug 2018
	TYPE D DOUBLE ROOF PLAN_20 Aug 2018-D3 WD21	20 Aug 2018
	Type D1 Units 42 43 44 45 46 47 48 49_20 Aug 2018-WD01 SITE	20 Aug 2018
	Type D1 Units 42 43 44 45 46 47 48 49_20 Aug 2018-WD02 FP D1	20 Aug 2018
	Type D1 Units 42 43 44 45 46 47 48 49_20 Aug 2018-WD03 ELEC D1	20 Aug 2018
	Type D1 Units 42 43 44 45 46 47 48 49_20 Aug 2018-WD04 ELEV D1	20 Aug 2018
	Type D2 Units 48 49_20 Aug 2018-WD05 FP D2	20 Aug 2018
	Type D2 Units 48 49_20 Aug 2018-WD06 ELEV D2	20 Aug 2018
	Type D3 Units 44 45_20 Aug 2018-WD05 FP D3	20 Aug 2018
	Type D3 Units 44 45_20 Aug 2018-WD08 ELEV D3	20 Aug 2018
	WD18_A internal elevations-WD18 ELEV	20 Aug 2018
SELECTIONS & SPECIFICATIONS		
Aspex	Specification-Tender Issue TPE Stage 4	20 Aug 2018
Aspex	Building Schedule Type D1 (Summer)	20 Aug 2018
Aspex	Building Schedule Type D2 (Autumn)	20 Aug 2018
Aspex	Building Schedule Type D3 (Spring)	20 Aug 2018
	Schedule of Fittings & Colour Selections Type D1 (Summer)	20 Aug 2018
	Schedule of Fittings & Colour Selections Type D2 (Autumn)	20 Aug 2018
	Schedule of Fittings & Colour Selections Type D3 (Spring)	20 Aug 2018
STRUCTURAL		
	Footing Construction Report Structural Calculations	15-07-2009
MLEI	2018-7944-C01 Stormwater drainage plan	T1
MLEI	2018-7944-S01 General Notes (Sheet 1)	T1
MLEI	2018-7944-S02 General Notes (Sheet 2)	T1
MLEI	2018-7944-S02 Stage 4 Locality Plan	T1
MLEI	2018-7944-S04 Footing Plan Unit 42 & 43 (Type D1)	T1
MLEI	2018-7944-S05 Footing Plan Unit 44 & 45 (Type D3)	T1
MLEI	2018-7944-S06 Footing Plan Unit 46 & 47 (Type D1)	T1
MLEI	2018-7944-S07 Footing Plan Unit 48 & 49 (Type D2)	T1
MLEI	2018-7944-S08 Lintel Plan Unit 42 & 43 (Type D1)	T1
MLEI	2018-7944-S09 Lintel Plan Unit 44 & 45 (Type D3)	T1
MLEI	2018-7944-S10 Lintel Plan Unit 46 & 47 (Type D1)	T1
MLEI	2018-7944-S11 Lintel Plan Unit 48 & 49 (Type D2)	T1
MLEI	2018-7944-S12 Footing Details	T1
MLEI	2018-7944-S13 General Civil Details	T1

ENVIRONMENTAL ENGINEERING

Soil & Groundwater	Environmental Site Assessment – Phase 1 & 2	Rev 0 7-02-2007
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CIVIL & INFRASTRUCTURE

	Civil Works Specifications - 090512 TPE Stage 4	
	Siteworks and Drainage Details C5	RB
	Siteworks and Drainage Details C5	RB
	Site works levels and drainage layout plans TPE Stage 4	Ra
BESTEC	56099 Site Plan – Hydraulics Services – H-401	TI
BESTEC	56099 Sewer Arrangement – Hydraulics Services – H-402	TI
	56099 Domestic cold water, natural gas and fire hydrant main	
BESTEC	reticulation arrangement – Hydraulics Services – H-403	TI
BESTEC	56099 Site Plan – Electrical Services – E-401	TI
	56099 Electrical Single Line Diagram – Electrical Services – E-	
BESTEC	402	TI
BESTEC	56099 Telecoms Schematic – Electrical Services – E-403	TI
BESTEC	56099 Power Arrangement – Electrical Services – E-404	TI
	56099 Comms & MATV Arrangement – Electrical Services – E-	
	405	TI

MECHANICAL ENGINEERING

Lucid	LCE-3971-M01 – Air conditioning arrangement, Details, Legend of Symbols & Grille Schedule	T1
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PERMITS

CCC	Campbelltown City Council – Decision Notification Form Development Approval	21-11-2006
CCC	Campbelltown City Council – Amendment to Stage 1 BRC	1-02-2010

APPENDIX B – MONTHLY REPORT

Note: Monthly Reports are due by the 5th day of every month.

Listed are the following minimal elements to be included in the Monthly Project Progress Reports.

Monthly Report Outline (format)

- Contents
- Executive Summary including (approx. 1 page):
 - Site progress this month
 - Upcoming monthly progress
 - Key issues to be resolved
- Programme Status (simple table)
 - Original practical completion
 - Approved practical completion
 - Revised contract completion date
 - Unapproved practical completion
 - Forecast practical completion
- Financial Status Report (simple table)
 - Original contract value
 - Approved variations value

Thorndon Park Estate – Stage 4 Independent Living Units

- Revised contract value
 - Unapproved variations value
 - Certified progress claim amount
- Programme Milestone Summary
- Issues Status Report
 - Major Issues (affecting critical path)
 - Authority Issues
 - Contract Issues
 - Current Issues Register
- Outstanding Client/ Principal Approvals
- Environmental Report
- Occupational Health & Safety Report
 - Status Update
 - Recent Events
 - Actions
- Industrial Relations Report
- Infrastructure Works (if applicable)
 - Current Status
- Design Report
 - Status of outstanding documents
 - Status of outstanding selections
 - RFIs Status
 - Status of shop drawings
 - Status of samples & prototypes
- Quality Report
 - Inspections
 - Testing
 - Audit Record
 - Corrective Actions
- Procurement Report
 - List of major subcontracts let this period
 - List of sub-contracts still to let and target date
 - Updated sub-contractor/ supplier list with contact details
- Photographic record (Refer Progress Photo's Section)
- Financial Report
 - Monthly progress claims
 - Payment history
 - Cashflow (baseline, actual, forecast)
 - Variations

Attachments

Attachment A	Latest Site meeting minutes
Attachment B	Specific reports from sub-contractors/consultants (as applicable)
Attachment C	Marked up programme including status against baseline.
Attachment D	RFI Register
Attachment E	Certificates from Authorities and structure issued this month
Attachment F	Variation Schedule including description, costs and Approval status.
Attachment G	Extension of Time Register

Progress Photos

Monthly Progress Photos – Issued in CD format with Monthly Progress Report

Monthly Progress Photos will be used as supportive evidence for As-built Drawings (Photos are required for all in ground services)

The indicative key dates for the project are as follows:

RFT Documentation Released	26 October 2018
Tender Close	16 November 2018
Contract Award	14 December 2018 TBC
Site Handover Date	7 January 2018 TBC
Separable Portion No 1 PC	12 July 2019 TBC
Separable Portion No 2 PC	27 December 2019 TBC