



**REQUEST FOR TENDER NO.
RFT21VM27-SOR**

**PROVISION OF HVAC PLANT
AND EQUIPMENT
MAINTENANCE, REPAIRS
AND TESTING SERVICES,
AND CAPITAL WORKS.**

The Principal is seeking Tenders from qualified and experienced Tenderers to provide heating, ventilation and air conditioning (HVAC) services, including maintenance, repairs and testing, and capital works to the Principal's building facilities.

Obtaining Documentation: Requirements, criteria and documentation may be obtained by visiting the website: www.tenderlink.com/swancity/ If you have any issues, contact the Contracts and Procurement Manager by email to tenders@swan.wa.gov.au.

Deadline: 2:00PM AWST,
Wednesday 12 May 2021

Briefing: Tenderers are required to attend a mandatory briefing at 9:00 AM AWST, Thursday 29 April 2021 located at the City of Swan Operations Centre, corner of Bishop Road and Great Northern Highway, Middle Swan. Please confirm your attendance at this meeting via email to tenders@swan.wa.gov.au by no later than 4:00 PM AWST, Wednesday 28 April 2021. Due to COVID-19 limitations, it is preferable that only 2 persons per business attend this meeting. Failure to attend this briefing will render the Tenderer ineligible to respond.

Lodgement: The Tender must be uploaded electronically through the City's E-tendering portal (<https://www.tenderlink.com/swancity/>)

The lowest price or any Tender will not necessarily be accepted. A Tender that is not lodged with the City before the Tender deadline will not be considered for evaluation. Tenders lodged by hardcopy, email or facsimile will not be accepted.

Canvassing of any City of Swan Councillors or Officers will disqualify Tenderers from the Tender process.

**Jeremy Edwards
CHIEF EXECUTIVE OFFICER**