



**REQUEST FOR TENDER
NO. RFT19NV33-SOR**

**Provision of Maintenance,
Repairs and Installations
for the City of Swan's
Access Control, CCTV and
Intruder Security Systems**

The Principal is seeking a suitably licensed and experienced Security Contractor to provide maintenance, repair and installation works for the City of Swan's Access Control, Intrusion Detection and CCTV Systems.

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, Wednesday 23 October 2019, Australian Western Time.

Briefing/Site Inspection:

Attendance at this meeting is mandatory. Tenderers are required to attend a briefing at 9:00am, Friday 4 October 2019. The location of the meeting is City of Swan State Emergency Service (SES) Building at 72 Bishop Road, Middle Swan WA 6056. The briefing will provide Tenderers with the opportunity to clarify any uncertainties prior to the Tender deadline. Please confirm your attendance at this meeting via email to tenders@swan.wa.gov.au no later than 4:00pm, Thursday 3 October 2019. A register of attendees will be maintained for the briefing and site inspection. Tenderers must register under the company name of which they intend to submit their Offer under, in order for their Offer to be considered. Failure to attend this briefing and site inspection will render the Tenderer ineligible to respond.

Lodgement:

Preferred lodgement of Tender is by upload electronically through the City's E-tendering portal (<https://www.tenderlink.com/swancity/>). Hard copy lodgement will only be accepted by prior written agreement with the Contracts

agreement with the Contracts and Procurement Manager who should be contacted by e-mail to **tenders@swan.wa.gov.au** for instructions.

Lowest or any Tender not necessarily accepted. A Tender that is not lodged with the City before the tender deadline will not be considered for evaluation. Tenders lodged by email or facsimile will not be accepted.

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

M J Foley
CHIEF EXECUTIVE OFFICER