



**Waratah  
Wynyard  
Council**

# **ANNUAL SUPPLIERS AND SUB-CONTRACTORS REGISTRATION 2015 – 2017**

**JUNE 2015**

**Enclosed Schedules must be completed, signed and returned with any  
required attachments by**

**4.00pm on Tuesday, 11 August 2015**

**Mr Daniel Summers  
Executive Manager Engineering Services  
Waratah-Wynyard Council  
21 Saunders Street  
WYNYARD TAS 7325**

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## GENERAL INFORMATION

### 1. INTRODUCTION

An Expression of Interest enables suppliers of goods and services to register their prices with the Council.

During the year, the Council may wish to engage suppliers and sub-contractors in a number of fields of operations including the following:

1. Plant and Equipment Hire
2. Supply of Ready Mix Concrete
3. Supply of Road Construction, Quarry and Landscaping Materials
4. Sub-contractors:
  - Labour/Tradesperson Hire
  - Plant Operators
  - Landscaping, Fencing
  - Weed Control
  - Tree/Vegetation Management
  - Road Maintenance: Minor Construction and Sealing

Suppliers and sub-contractors are invited to submit expressions of interest on one or more of the above fields of operation that they believe may be of use or interest to Council.

An Expression of Interest is NOT a tender and will NOT result in a specific contract.

### 2. REGISTRATION REQUIREMENTS

The attached schedules must be filled out in full and returned with accompanying information attached, including pricing details, competencies, and qualifications relevant to the nature of work undertaken. Please also attach copies of insurance certificates of currency as specified.

Registration (pre-approved status) will be valid for a period of two years (24 months), provided that all insurances are current. It is the responsibility of the applicant to forward updated certificates of currency licence details to Council.

All contractors, sub-contractors and their employees working for, or on, the Council's projects and maintenance tasks shall have completed Council's business specific induction process. Contact Garry Thorp, Health & Safety Officer, on telephone 6443 8343 for more information.

Expressions of Interest may be submitted at any time; however, these will be noted as "supplementary listings" if submitted after the close of initial registrations.

#### 2.1 REGISTRATION SUBMISSIONS

The Expressions of Interest form/s must be completed and enclosed in a sealed envelope **CLEARLY ENDORSED** with the words:

**"Annual Suppliers and Sub-Contractors Registration 2015-2017"**

It is to be lodged:

- In the Tender Box at the Council Offices, 21 Saunders Street, Wynyard, or
- Posted by mail to PO Box 168, Wynyard 7325

prior to 4.00pm on Tuesday, 11 August 2015. Registrations received after this time will be submitted as supplementary listings.

## 2.2 DOCUMENTS TO BE LODGED

As a minimum, all schedules listed as required for the relevant fields of operations should be filled out in full and returned with any accompanying information attached.

SCHEDULE		1 PLANT HIRE	2 & 3 MATERIALS	4 SUB-CONTRACTORS
<b>A</b>	Details and Information	Yes	Yes	Yes
<b>B</b>	Prices/ Rates/ Hire Fees	Use Schedule F	Yes	Yes
<b>C</b>	Details of Recent Relevant Experience	Yes	Yes	Yes
<b>D</b>	WHS, Safety and Quality Management Systems	Yes	Yes	Yes
<b>E</b>	Insurance / Registrations	Yes	Where Applicable	Yes
<b>F</b>	Plant and Equipment Hire	Yes	n/a	n/a
<b>G</b>	Material Testing Results	n/a	Nonconforming Materials	n/a
<b>H</b>	Personnel Competencies / Qualifications / Licences	Operator Details	n/a	Yes

## **2.3 WORK HEALTH AND SAFETY**

The Tasmanian Work Health and Safety Act came into effect on 1 January 2013, please make sure you are familiar with the associated Regulations and Codes of Practice. Further information may be requested of contractors prior to engagement as per the Work Health Act 2012 and Regulations 2012. Particular notice is made to section 6 of the regulations and the requirements for construction work which includes roadworks and the like.

## **3. RISE AND FALL**

This agreement is subject to annual increases for the rates submitted in the attached schedules (commencing 1 July 2015) applied according to CPI for Hobart as published by the Bureau of Statistics for the proceeding 12 month period (June to June).

NB: If an alternate means of rise and fall provisions is proposed it is to be documented clearly in any submission.

## **4. POOL OF RESOURCES**

Pre-approved suppliers/sub-contractors will be entered into a register, which will contain a record of contact details, field of operations, competencies, qualifications, WHS and insurance details along with rates and prices.

As projects arise, suppliers and sub-contractors will be selected based on quoted rates, availability, WHS compliance, experience, suitability and quality of work/plant/materials.

Different companies/individuals may be used on different projects depending on the above criteria. The lowest nor any price will not necessarily be selected.

The Council does not guarantee that registered suppliers and sub-contractors will receive work. Council reserves the right to call for additional quotations for items for materials, equipment, or services.

## **5. SITE/HIRE/DELIVERY DOCKETS**

Council Purchase Orders will be issued for each hiring/delivery. At the end of each day or hiring period, the Hirer shall submit to the Council project manager a duplicate number docket showing:

- Time or commencement of hiring/delivery
- Time of termination of hiring/delivery
- Location of work/delivery
- Type of work/delivery

This docket shall first be signed by the Hirer's employee and the Council employee and a copy provided to the Council.

## **6. PAYMENT**

Detailed statements shall be presented to the Council monthly. Tax Invoices must be provided to Council.

## PART (1) SUPPLY OF HIRE PLANT AND EQUIPMENT

The Council invites Expressions of Interest to be included in their Register of Service Providers for the supply of Plant and Machinery including but not limited to:

- Trucks
- Truck & Trailers
- Excavators. (+Tracks)
- Water Carts
- Back Hoes
- Graders
- Rollers
- Skid Steer Loaders. (+ Tracks)
- Tractors
- Scaffolds and Elevated Work Platforms

Expressions of Interest are invited for the above machinery or any other hire plant that may be applicable to Council's operations, please complete details and pricing in Schedule F. If plant and equipment is only available with operator, please specify and also complete Schedule H: Personnel Competencies/Qualifications: Personnel Competencies / Qualifications.

### 1. CONDITIONS OF HIRE

Hire of plant shall be deemed to have commenced when the machine has been delivered to site and terminated when ordered off the job by the Project Supervisor.

Stand-by rate shall apply where the Site Supervisor advises that the item of plant is not required for one (1) hour or more during the working day and the operator is required to remain onsite on "stand-by".

#### 1.1. PERSONAL PROTECTIVE CLOTHING AND EQUIPMENT

Plant operators shall be attired in clothing suitable to the work being carried out. Suitable safety standard approved boots and high visibility tops must be worn on all work sites. Safety helmets must be worn in specified areas. Failure to comply with these conditions may lead to the standing down of plant without notice.

#### 1.2. STATUTORY REQUIREMENTS

All plant is to comply with the appropriate statutory requirements. Plant used for lifting must be rigged to comply with Work Health and Safety Act 2012, Work Health and Safety Regulations 2012, and all other applicable codes of practices and relevant Australian Standards.

#### 1.3. LICENCE AND REGISTRATION

All plant operators must have the appropriate current licence to perform high risk work specific to the items of plant submitted. The Council reserves the right to view licences before the commencement of work.

Please include with your submission all registration details, and certificates of currency for vehicle/equipment insurances, and applicable licences for operators. It is the responsibility of the applicant to keep all insurance details current with the Council.

## PART (2) SUPPLY AND DELIVERY OF READY-MIXED CONCRETE

During the year, the Council may wish to engage suppliers for the supply and delivery of ready-mixed concrete.

### 2. CONDITIONS OF SUPPLY

Ready-mixed concrete shall comply with AS 1379-2007 "Specification and Supply of Concrete", except where it is varied expressly or by implication by this specification or as directed by Council's Project Supervisor.

All prices quoted are to be given in price per cubic metre and shall include all labour, plant and materials necessary for the supply and delivery of batches of concrete of 0.2 cubic metres or more and shall include travelling charges, waiting charges etc. Deliveries shall generally be required during normal working hours. Any loading or additional penalties to be applied for weekend or public holidays should also be detailed.

### 2.4 CONCRETE MIX DESIGN

<b>Minor Concrete Structures-</b>  Unless otherwise specified concrete shall be normal grade N25 and have the following properties:	Minimum Strength	25MPA
	Maximum Aggregate Size	20mm
	Maximum Slump	80mm
<b>Concrete Kerb and Channel-</b>  <u>Manually placed</u> concrete shall be normal grade N25 concrete and have the following properties:	Minimum Strength	25MPA
	Maximum Aggregate Size	20mm
	Maximum Slump	60 +/- 15mm
<b>Concrete Kerb and Channel-</b>  <u>Machine placed</u> concrete shall be Class B and have the following properties:	Minimum Strength	25MPA
	Maximum Aggregate Size	12.5mm
	Maximum Slump	Nil (absolute minimum 12.5mm)
	Minimum Cement Content	280 kg/m <sup>3</sup>

### 2.5 CONCRETE MANUFACTURE

All concrete shall be ready-mixed concrete from an approved batching plant. Concrete shall consist of a mixture of coarse aggregate, fine aggregate, cement and water or coarse aggregate, fine aggregate, cement, silica pozzolan and water.

A proportion of the cement may be replaced by the silica pozzolan to give the same cementitious surface area in the concrete as would be given by all Portland Cement. The maximum percentage of cementitious surface area that may be taken up by silica pozzolan is approximately 30%. Suppliers shall give completed details of the amount of silica pozzolan they propose to use.

The quantity of water used shall be the minimum necessary to produce concrete of the consistency required by the Engineer. The maximum permissible slumps, unless otherwise directed are as follows:



CONCRETE TO BE MANUALLY COMPACTED		CONCRETE TO BE VIBRATED	
Unreinforced concrete	50 mm	Unreinforced concrete	25 mm
Reinforced concrete sections over 150mm thick	50 mm	Reinforced concrete	35 mm
Reinforced concrete sections not over 150mm thick	75 mm		
Kerb and channel mix	No Slump		

## 2.6 SAMPLING AND TESTING

Sampling and testing of concrete shall be as requested by the Project Superintendent. The making, handling, curing, storage, transportation and testing of the samples shall be by as N.A.T.A testing laboratory approved by the Superintendent.

All testing of concrete shall be carried out in accordance with the most recent versions of the AS 1012 suite; Australian Standard Methods of Testing Concrete.

## 2.7 ACCEPTANCE

The Superintendent may reject concrete at the site of placement where:

- The slump tests fail to meet the requirements of AS 1379-2007, Clause 5.2
- More than one and a half (1.5) hours has elapsed after the introduction of the mixing water to the cement and aggregate.

Should sampling and testing of the concrete specimens, as requested by the Superintendent, fail to meet either of these strength requirements and/or other testing requirements, the Works Manager may, at their discretion, reject the concrete and therefore **no payment** will be made in this instance.

## 2.8 DELIVERY

Suppliers shall state the rates for each class of concrete and the distance from their batching plants for which delivery at this rate will be made.

Any additional charges should be detailed for each additional kilometre.

## 2.9 ADDITIVES

The use of chemical admixtures and fly ash shall only be used with the prior directions or approval of the Project Superintendent.

The supplier shall give details and rates on additives, which it is able to supply, mixed with concrete. Rates for the supply of using concrete SR (Sulphate Resistant) and HES (High Early Strength) cements shall also be given.

## PART (3) SUPPLY AND DELIVERY OF ROAD MATERIALS, QUARRY AND LANDSCAPING SUPPLIES

During the year, the Council may wish to engage suppliers for the supply only, or supply and delivery, of materials including the following:

- Quarry Materials
- Landscaping Supplies
- Road Construction Materials

### 3. CONDITIONS OF SUPPLY

Various types of materials are required as detailed below. All prices quoted are to be given in price per cubic metre and price per tonne along with the location of the materials/supply/quarry.

Where delivery is available, please include relevant details and pricing.

#### 3.1 SOURCE OF SUPPLY

Suppliers should state the source of supply for each of the materials offered and indicate the method of processing (eg run-off the bank, crusher and screened, crushed, washed and screened, all-in crusher rub, etc).

#### 3.2 QUARRY, LANDSCAPING SUPPLIES

Materials of interest include:

- Crushed rock, river gravel
- Sand, soil, turf
- Barks, woodchips, mulch, sawdust

#### 3.3 ROAD MATERIALS

Including base course and sub base materials. Please list if materials comply with Department of State Growth (DSG) Roads and Bridges Specifications, including G6 – [Production of Aggregates and Rock Products](#) , and R40 [Pavement Base and Subbase](#) and provide certified copies of test certificates.

If materials listed do not comply with the above specifications, please provide materials test results in Schedule G.

Base and sub base course materials shall consist of a naturally occurring or artificial mixture of hard durable pebbles, rock fragments and binder free from soft particles and excess clay. The material shall be free from flakey material, flat and elongated pieces and shall conform to the following grading and plasticity and CBR value tests.

### 3.4 SUB BASE COURSE MATERIAL

SIEVE SIZE	PERCENT PASSING BY MASS
75 mm (maximum size)	100
63 mm	95 – 100
53 mm	85 – 95
37.5 mm	75 – 90
19 mm	55 – 80
9.5 mm	40 – 65
2.36 mm	28 – 50
600 µm	18 – 35
425 µm	15 – 30
150 µm	5 – 20

Plasticity Tests (not greater than)	
Liquid Limit	25.00
Plasticity Index	8.00
Linear Shrinkage	3%

California Bearing Ratio (CBR) – 60-80

Please include in your quotation 38mm Crushed Blue Base Course

#### 3.3.1 BASE COURSE MATERIAL

SIEVE SIZE	PERCENT PASSING BY MASS
26.5 mm (maximum size)	100
19 mm	75 – 95
9.5 mm	50 – 80
4.75 mm	35 – 65
2.36 mm	25 – 50
600 µm	15 – 35
425 µm	10 – 30
75 µm	5 – 15

Plasticity Tests (not greater than)	
Liquid Limit	25.00
Plasticity Index	5.00
Linear Shrinkage	2%

California Bearing Ratio (CBR) – 60-80

## PART (4) SUB-CONTRACTORS

During the year, the Council may wish to engage sub-contractors to carry out a range of minor or contract works in a number of fields, including the following:

- Labour/tradesperson hire: For example, general labour, trades assistants, leading hands, painting, tiling, plumbing, electrical, flooring, carpets, plastering, gardening, carpentry, glazing, bricklaying, rendering, fencing, mechanical, construction, pest control
- Plant operators
- Landscaping, fencing
- Weed control, tree/vegetation management
- Road maintenance: minor constructions and sealing
- Footpath construction
- Arborist Reports
- Tree Removal and Maintenance
- Portable crib rooms and toilets

Contractors are invited to submit information on any other field of operation that they believe may be of use or interest to the Council.

### 4. CONDITIONS OF SUB-CONTRACTING

Contractors are to comply with reasonable work health and safety requirements for themselves and any employees under their control in accordance with any applicable standards and codes of practice.

Contractors are to familiarise themselves with Tasmanian Work Health and Safety Act 2012 and Regulations 2012 and other relevant project specific Council policies that are available for viewing from City Offices or online at [www.burnie.net](http://www.burnie.net) or will be supplied, as required.

The schedules completed by sub-contractors will be reviewed in general, however job specific WHS requirements may require additional documentation and no work will proceed until compliance with this requirement. Insurance certificates of currency, relevant licences and evidence of general safety induction must be sighted.

#### 4.1 ACCREDITATIONS

All contractors and their personnel, including sub-contractors must complete Council's general contractor induction and hold relative cards, licences and registrations. It is the responsibility of the applicant to keep all insurance and licence details current with the Council.

Other safety accreditations that are highly desirable include:

- Traffic accreditation to comply with DSG's Traffic Control for Works on Road - Tasmanian Guide 2014 and relevant legislation.
- Aurora's Electrical Safety Awareness "or Observing and / or Operating Plant near Powerlines for Non Electrical Workers. This training course can be arranged through Aurora Energy Training Centre by phone 6244 8320 or email [training@auroraenergy.com.au](mailto:training@auroraenergy.com.au) or visit their website at <http://www.auroraenergy.com.au/about/aurora-energy-training-centre/>

#### 4.2 ACCIDENT/INCIDENT REPORTING



All accidents and incidents that occur whilst working for the Council must be reported to the Council Site Supervisor as soon as practicable after the accident/incident occurs. Near misses must also be reported to allow investigation and elimination or control of the risk to occur.



# ANNUAL SUPPLIERS AND SUB-CONTRACTORS REGISTRATION

## 2015-2017

### SCHEDULES

The attached Schedules should be filled out in full and returned with any accompanying information attached including pricing details, competencies, qualifications relevant to the nature of submission and copies of insurance certificates of currency, as specified.

The following Schedules are available in electronic "Word" format for entering details, on request.

SCHEDULE		1 PLANT HIRE	2 & 3 MATERIALS	4 SUB- CONTRACTORS
<b>A</b>	Details and Information	Yes	Yes	Yes
<b>B</b>	Prices/ Rates/ Hire Fees	Use Schedule F	Yes	Yes
<b>C</b>	Details of Recent Relevant Experience	Yes	Yes	Yes
<b>D</b>	WHS, Safety and Quality Management Systems	Yes	Yes	Yes
<b>E</b>	Insurance / Registrations	Yes	Where Applicable	Yes
<b>F</b>	Plant and Equipment Hire	Yes	n/a	n/a
<b>G</b>	Material Testing Results	n/a	Nonconforming Materials	n/a
<b>H</b>	Personnel Competancies / Qualifications / Licences	Operator Details	n/a	Yes

# SCHEDULE A: DETAILS AND INFORMATION

## 1. COMPANY CONTACT DETAILS

- (a) Business Name: .....
- (b) ABN / ACN .....
- (c) Physical Address: .....  
Postal Address .....
- (d) Contact Person / Contractor's Representative: .....
- (e) Telephone No: .....
- (f) Mobile No: .....
- (g) Email Address: .....

## 2. COMPANY INFORMATION

- (a) Date Incorporated: .....
- (b) Name of Directors / Partners, Manager and Secretary: .....
- (c) List of Subsidiary and Associated Companies: .....

## 3. FIELDS OF REGISTRATION

Please nominate which Fields of Registration you are applying for:

- Part 1 - Plant and Equipment Hire .....
- Part 2 – Supply of Ready Mix Concrete .....
- Part 3 – Supply of Quarry, Landscaping, Road Construction Materials .....
- Part 4 - Sub-contractors .....

### SUPPLIER STATEMENT:

I have supplied all required schedules for the selected fields of interest and certify the information provided is true and correct

COMPANY .....

SIGNATURE .....

DATED THIS ..... DAY OF ..... 2015



## SCHEDULE B: PRICES / RATES / HIRE FEES

Suppliers / Sub-contractors are invited to submit a Schedule of Prices / Rates or Hire Fees listing their offerings with details of conditions for their supplies / services and / or equipment.

This Schedule may be submitted in any format of the Suppliers / Sub-contractors choice showing all details relevant to the nature of supply / work. (All rates shown will be inclusive of GST).

**For Plant and Equipment Hire, please use Schedule F**

**SUPPLIER / SUB-CONTRACTOR STATEMENT:** *(cross out or delete where required)*

Please find *below / attached* a Schedule of *Prices / Rates / Hire Fees*

This Schedule is valid until 31<sup>st</sup> July 2017<sup>^</sup>

Company .....

Signature ..... Date .....

(Example:)

ITEM	DESCRIPTION <i>(of Supply / Material / Service / Equipment plus special conditions)</i>	UNIT <i>(eg Qty, Hour)</i>	PRICE / RATE \$ <i>(GST inc)</i>	DRY HIRE RATE \$ <i>(GST inc)</i>
1.				
2.				
3.				
4.				
5.				
6.				
7.				

**Please insert more lines or make multiple copies of template, as needed**

<sup>^</sup> Subject to rise and fall as per Section (3) of General Information



## SCHEDULE C: DETAILS OF RECENT RELEVANT EXPERIENCE

List here or attach to the registration submission examples of projects where works of a comparable nature, size and value have been recently undertaken. The Supplier / Sub-contractor is to provide details of referees / contacts that can validate their previous experience and competency to undertake works of the nature submitted.

(Example:)

Company .....

Signature ..... Date .....

ITEM	DESCRIPTION	CONTACT DETAILS
1.		
2.		
3.		

## SCHEDULE D: SAFETY, RISK AND QUALITY MANAGEMENT SYSTEMS

List here or attach to the registration submission, evidence including samples of Safety, Risk and Quality Management Systems relevant to the nature of supply / operations, including:

		<b>Tick those included with submission:</b>
a.	Work Health and Safety (WHS) Policies, including Personal Protective Equipment provisions	
b.	Safety Systems including: Job safety record systems, Job Safety Analysis (JSA) / Safe Work Method Statements (SWMS)	
c.	Risk Management including: First Aid, Fire Safety certification and provision of equipment	
d.	Accident, Incident Reporting	
e.	Traffic Management	
f.	Environmental Management	
g.	For Plant and Equipment supply, please provide evidence of a regular maintenance schedule and operator safety checks	
h.	Asbestos Identification/Management	

Documents / Policies may be emailed separately (in multiple emails of attachments less than 5MB, if required).

**SUPPLIER STATEMENT:** *(cross out or delete where required)*

I have familiarised myself with the Council's WHS, Safety and Quality Management Policies, Procedures, relevant Legislation and Codes of Practice.

Please find *below / attached* evidence of company Safety, Risk and Quality Management Systems that are consistent with all of the above requirements.

Company .....

Signature ..... Date .....



## SCHEDULE E: INSURANCES / REGISTRATIONS

List here all certificates of currency details for relevant insurances that are to be attached to the registration submission.

**This table must be filled in and  
copies of certificates of currency attached, or scanned and emailed**

ITEM	POLICY NUMBER	INSURER DETAILS	COVERAGE AMOUNT	EXPIRY DATE
Public Liability				
Workers Compensation				
Professional Indemnity				
Vehicle / Equipment Insurances				

**SUPPLIER STATEMENT:**

I have listed above and also attached all relevant insurance details and understand that it is my responsibility to keep a copy of these certificates current with the Council.

Company .....

Signature ..... Date .....



## SCHEDULE F: PLANT AND EQUIPMENT RATES

List here or attach to the registration submission, any machinery or any other hire plant that may be applicable to Council’s operations. Please specify if specific items of plant or equipment are only available with operator and include Schedule H: Personnel Competencies / Qualifications.

If there are any other special conditions, e.g. minimum hire period, travelling time or wet weather payment, these must also be detailed.

Please include all Registration details, and attach copies of certificates of currency for Vehicle / Equipment Insurances.

**SUPPLIER STATEMENT:** *(cross out or delete where required)*

**First Aid and Personal Protective Equipment**

Do you have an appropriate and regularly maintained First Aid Kit and other relevant Personal Protective Equipment in your plant or equipment at all times?

**YES / NO**

**Fire Equipment**

Do you have correct and regularly serviced fire extinguishers in your plant and equipment?

**YES / NO**

I certify that the List of plant / equipment *below / attached* has appropriate insurance coverage and Certificates of Inspection (e.g. Roadworthiness, GVM, GCM) to carry out the Services / Competencies as listed in this submission.

I certify that safety checks of the listed Plant and Equipment occur regularly and evidence of regular maintenance Schedules can be provided on request.

This Schedule is valid until 31<sup>st</sup> July 2017<sup>^</sup>

*Company* .....

*Signature* ..... *Date* .....

*Continued over...*

<sup>^</sup> Subject to rise and fall as per Section (3) of General Information

Company.....

<u>TYPE OF PLANT</u>			<u>MACHINERY PERFORMANCE DETAILS</u>				WORK RATE PER HOUR	STANDBY RATE PER HOUR
<b>DETAILS inc TYPE / MAKE / MODEL (EXCAVATOR / TRUCK / TRAILER etc) including any special conditions</b>	REGISTRATION NO.	REGISTRATION EXPIRY DATE	PLANT HP/TONNAGE	SIZE / CAPACITY	MANUFACTURE DATE	ATTACHMENTS	\$ (GST inc)	\$ (GST inc)

Please insert more lines or make multiple copies of template, as needed

## **SCHEDULE G: MATERIAL TESTING RESULTS**

List here or attach to the registration submission, any Material Testing Results where materials quoted do not comply with specified DSG Specifications.

For Road Materials, please list Test Results as required in R40 Pavement Base and Sub Base Appendices, including:

- Appendix A1 - Base Class A
- Appendix A2 - Base Class B
- Appendix A3 - Subbase 1
- Appendix A4 - Subbase 2
- Appendix A5 - Unsealed Road and Unsealed Shoulders Wearing Surface



## SCHEDULE H: PERSONNEL COMPETENCIES / QUALIFICATIONS

List here or attach to the registration submission, any Personnel Competencies / Accreditations / Qualifications relevant to the fields of operations submitted.

This Schedule may be submitted in a format of the Suppliers / Sub-contractors choice showing all details relevant to the nature of supply / work along with supporting documentation. e.g. attach evidence of Compliance Accreditation with respect to the Building Act 2000, General Safety Induction Training (White Card) and DSG’s Traffic Control for Works on Road - Tasmanian Guide 2014, Aurora’s Operating Machinery near power lines, Class of Driver’s License, First Aid, plant operator tickets, any other certifications where applicable.

**SUPPLIER STATEMENT:** *(cross out or delete where required)*

I certify that the list of personnel *below / attached* have appropriate Licences and Qualifications to carry out the Services / Competencies as listed in this submission.

Specifically:

**Personal Protective Equipment**

Have all employees working for you on our worksites, been provided with the appropriate PPE that complies with our Personal Protective Equipment Policy?

**YES / NO**

**General Safety Induction (if applicable to the works)**

Have all employees working for you on our worksites, fulfilled the requirements for Work Safely in the Construction Industry (White Card)?

**YES / NO**

**Traffic Control (if applicable to the works)**

Are specified employees working for you on our worksites accredited to comply with DGS’s Traffic Control for Works on Road - Tasmanian Guide 2014 and relevant legislation?

**YES / NO**

Company .....

Signature ..... Date .....

*Continued over...*



Company .....

Signature ..... Date .....

PERSONNEL NAME	COMPENTENCIES / ACCREDITATIONS / QUALIFICATIONS	LICENCE DETAILS (IF APPLICABLE)	YEARS OF EXPERIENCE IN FIELD
	1. 2. 3. 4. 5.		