



Shire of Harvey
TENDER COVERSHEET

1.	Description of Tender	Light Fleet Purchase – Parks Service	Tender No.	T092022
2.	Authorisation to Tender: <i>Refer Delegation 2.2.3</i>	i. Allocation included within the Budget \$ <u>142,000</u> Budget Allocation/Job No. 76302 \$83,600 Trade Ins ii. CEO approval of tender specification CEO sign: <u>[Signature]</u> Date: <u>4.9.22</u> iii. Tender Selection criteria approved CEO sign: <u>[Signature]</u> Date: <u>4.9.22</u> iv. WALGA Tender process: YES / NO CEO sign: <u>[Signature]</u> Date: <u>4.9.22</u>		
3.	TENDER ADVERTISEMENT			
Advertisement Details: <i>(Copies of advertisement to be attached)</i>		Advertising Date(s): 24 September 2022 (WA) and From: 21 September 2022 (Web) until closing date. From: 27 September 2022 (The Harvey Reporter)	Newspaper(s): (Must be state wide Notice) West Australian Yes <input checked="" type="checkbox"/> Harvey Reporter Yes <input checked="" type="checkbox"/> Shire of Harvey Website Yes <input checked="" type="checkbox"/>	
Closing Date and Time of Tender:		Closing Date: Wednesday 19 October 2022 Closing Time: 3pm <i>(Must be minimum 14 days from advertising)</i>		
Copy of Advertisement to be placed below (Must be copied – Word version to be attached and extract from Newspaper to be placed below):				



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4.	TENDERS RECEIVED		
Certification:	Tenders opened at <u>3.05</u> am/pm on <u>19/10/2022</u>		
Tenders opened in the presence of: <i>(A Senior Staff Member must be present).</i>	NAME AND POSITION:	SIGNATURE:	
	<u>Renee Doyle</u> <u>Coordinator Governance & Risk</u>	<u>D</u>	
No.	Company Name and Address:	Date & Time Opened	Officers' Initials
/			
DETAILS OF TENDERERS IN ATTENDANCE AT THE OPENING OF THE TENDER			
Contact Name		Company Name	
/		/	
5. COUNCIL RESOLUTION AND DETAILS OF SUCCESSFUL TENDER <i>(List Resolution Number and date of Meeting – Copy of Council Item and Resolution to be attached)</i>			
	DATE OF COUNCIL MEETING	RESOLUTION NUMBER	
	<u>N/A</u>	<u>N/A</u>	
Name of Successful Tenderer(s):	<u>N/A</u>		
Amount of Successful Tender(s):	\$ <u>N/A</u>		
Was this a decision by Delegated Authority: <input type="checkbox"/> <input type="checkbox"/>			