



2019 Electrical Services Tender Specifications

General Information The Gympie District Show Society Inc. (GDSS) is a non-profit community based organisation, which organises the Gympie District Show. Last year over 38,000 people passed through our gates. This year marks our 131st Show and will be a 3 day event being held on Thursday 16th, Friday 17th and Saturday 18th May 2019.

REQUIREMENTS

Target

- The GDSS require the services of a licensed electrical contractor to provide support before, during and post Show.
- All electrical contractors tendering **MUST** be licensed and have all necessary Insurances required by Law.

Contractor

- The contractor is to supply the GDSS with the name and mobile telephone number of their onsite person in charge as well as emergency contact numbers for the duration of the Show.
- The contractor will ensure that all electrical service staff are provided with a copy of the Gympie Show Information Guide.
- The Contractor will be required to conduct an inspection of the Showgrounds with a GDSS representative on site to assess work needed to be done approx. one month, before the Gympie Show. We require a report for the Administration Committee before we can proceed past this point however;
 - This will be followed by a further inspection when GDSS assumes control of the Showgrounds on Tuesday 7th May 2019, the week before the Show.
 - This includes the grounds power boxes and switchboards that will require the below under load
 - Trip testing
 - Any switchboard maintenance needed
 - A thermal scan (should be tested when in use)
 - These inspections are to be included in your Tender price.
- The contractor will maintain power supply and carry out repairs to all electrical systems and connections for the full duration of the Gympie Show.
- The contractor will record meter readings on Tuesday 7th May then a final reading on Monday 20th 2019
- The contractor is required to be ON CALL from Wednesday 15th May through to Sunday 19th May 2019.
- Additional duties include
 - Check and repair (where necessary) all internal lighting and power prior to the Show.

- Check and repair (where necessary) all external lighting and power prior to the Show.
- Installation of temporary lighting and power supply to various parts of the grounds.
- Carry out installations and repairs when instructed by the GDSS.
- Test and tag all appliances, leads and power boards for GDSS.
- Any variations to the above including any associated costs will be negotiated with the Show Secretary.

Gympie District Show Society Inc.

For the handover of the premises and keys, please liaise with Show Secretary to organise meeting time on Tuesday 7th May 2019.

CONTRACT SCHEDULE

- 📅 Starting Date: Tuesday 7th May 2019
- 📅 Completion Date: Monday 20th May 2019

TERMS and CONDITIONS

- ❖ Please refer to the attached Gympie Show Information Guide for the complete set of terms and conditions relating to this tender.
- ❖ The organisation cannot assign or subcontract the tender without the prior written consent of the GDSS.
- ❖ The tendered amount must be inclusive of GST
- ❖ Upon successful provision of the services being provided (as above) to the GDSS, the GDSS will pay the fee as tendered to the contractor.
- ❖ Payment of the fee by the GDSS will be made within 28 days of receipt of a complying tax invoice from the contractor.
- ❖ The contractor will provide the GDSS with a complying tax invoice by Friday the 31st May 2019

PASSES

- The following will apply to the successful contractor.
 - Electronic tickets will be issued as per the ticket roster to be completed by the contractor.
 - Electronic tickets can be exchanged for armbands upon entry via the show entrances from Thursday 16th May 2019.
 - Vehicle passes need to be discussed with the Show Secretary.