



2019 Grounds Cleaner 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 contractor must ensure the cleanliness of all the showgrounds facilities prior to, during, and at the end of the Show as per the Contact Schedule.

Note the initial cleaning includes the ablutions listed below, but thereafter the ablutions become the responsibility of the Ablutions contractor.

****Wheelie bin management will be required after 4pm on Saturday 18th May.**

Contractor

- The contractor is to supply the GDSS with the name and mobile telephone number of their onsite person/s in charge.
- The contractor will ensure that all staff are provided with a copy of the Gympie Show Information Guide.
- The contractors set up will begin on Tuesday 7th May 2019 after 6PM
- All cleaning is to be done at night after 9:00pm or early morning before 9:00am
- All cleaners must be trained in use of all chemicals & equipment.
- Details of these chemicals are to be listed in the tender submission document.
- It is the contractor's responsibility to provide and use the correct chemicals for cleaning purposes as listed in the tender submission document.
- All cleaners must abide by details on the Material Safety Data Sheets (MSDS)
- Caution /safety signs are to be displayed when necessary.
- All contractor supplied electrical leads to be tested and tagged current.
- Initial cleaning of all these areas including the listed ablutions. All areas are to be cleared of all rubbish –
 - Main grandstand seating, hose if necessary.
 - Grass area in front of the main grandstand.
 - Grass area and track to main arena down to stables
 - Winners Circle area
 - Ramsey Arena, Stud & Prime cattle Areas (roadway and grassed area).
 - Top level Bill Bishop Building.
 - Grounds behind grandstand down to the Comet Stadium.
 - Around John Mawhinney Building and around grandstands under awning at the front of the building.
 - Sideshow Alley area.

- All carparks.
 - Rodeo Arena and grandstand area.
 - Machinery Alley.
 - Outside space area including all site holders and vendors in front of the Pavilion including the race track areas.
 - Main arena.
 - Dairy judging arena down to the Animal Nursery (including around buffer).
 - Toilets - Machinery Alley, Dairy/Poultry, Comet Stadium, Grandstand Dining Room & Turf Club
- Grounds are to be cleaned and ready for the show on Wednesday 15th May 2019. ●
 - Every area within the showgrounds perimeter fence to be cleaned after the Show finishes each night.
 - There must be cleaning personnel on duty continuously for the duration of the Show (May 16 to 18).
 - All rubbish is to be put in the appropriate bins including recycling and left on site.
 - From 4PM Saturday May 18th, the contractor will be required to remove all full wheelie bins to the appropriate collection point and replace them with empty bins. **(refers to the Rodeo arena only).**
 - The contractor must call the Site Supervisor or Show Secretary if a trade's person is needed i.e.: electrician / plumber.
 - The contractor must ensure all personnel comply with workplace health and safety regulations including wearing personal protective clothing.
 - All relevant buildings will need to be cleaned by opening time for the public each day.
 - The grounds will be inspected on Monday 21st May and payment will be made subject to the inspector accepting the standard of cleanliness during the Show and on final clean up.
 - Any variations to the above including any associated costs will be negotiated with the Show Secretary.

Below is a suggested cleaning check list for daily grounds cleaning.

OPERATION	15/5	16/5	17/5	18/5	19/5	20/5
Maintain the cleanliness of all public areas prior to and during the show						
Place all paper, bottles or plastic debris etc. in appropriate wheelie bins supplied						
Empty wheelie Bins before they overflow						
Deliver wheelie bins to road for waste collection service early mornings						
Wheelie bins MUST be placed back in position ready for opening						

Gympie District Show Society Inc.

The grounds will be presented for handover to the successful Contractor from Tuesday 7th May 2019.

CONTRACT SCHEDULE

- ✚ Starting Date: Tuesday 7th May 2019
- ✚ Finishing 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.

