SCOPE OF WORK: SITE SPECIFIC SPECIFICATION

* Construction of a new HUNGRY JACK’S restaurant complete with drive-thru lane, landscaping and associated ground works at:

(ADD ADDRESS)

* Add a general description of lessor / developer works if applicable i.e.:
	+ Site levelling and compaction
	+ Detailed earthwork to underside of slab
	+ Provision of 3-phase power supply to building pad
	+ Provision of gas supply to the building pad.
	+ Provision of water supply to the building pad
	+ Provision of telephone service to the building pad
	+ Provision of sewerage service to the building pad
	+ Provision of entry exit crossover
* Add a general description of off-site works i.e:
	+ New footpaths
	+ Turf to road reserves
	+ Crossover replacement

SCOPE OF WORK NOTES

The following notes summarise the Contractors scope of work with respect to the HUNGRY JACK’S project. All works required to successfully complete the project are included in the Contractors scope unless specifically excluded.

1.0 BUILDING WORKS : GENERAL

Completion of all building works as indicated on the architectural, structural, civil, electrical, mechanical, hydraulic documentation and as necessary to complete the project within HUNGRY JACK’S extent of building works boundary including but not limited to:-

1.01 SITE WORKS

* Civil works including bulk earthworks, site compaction, detailed earthworks, site drainage, plus kerbs, channels and paving.
* Line marking.
* Concrete footings for free standing signs.
* Provision of power, water, gas, sewer and other underground services as required to complete the project.
* Landscaping and irrigation.
* Casting in Drive Thru loops into pavements.

1.02 BUILDING CONSTRUCTION

* Completion of sub slab drainage.
* Construction of floor slab (including freezer setdown).
* Completion of all walls and roof construction.
* Internal fitout.

1.03 ELECTRICAL WORK

* All electrical and data work as indicated on the electrical documentation and as necessary to complete the project.
* Provision of power to freestanding and building mounted signage.
* Provision of communication cabling to drive thru elements.

1.04 MECHANICAL WORK

* All air-conditioning and mechanical work as indicated on the mechanical documentation and as required to complete the project.

1.05 HYDRAULIC WORK

* All hydraulic work as indicated on the hydraulic documentation and as required to complete the project including the supply and installation of the grease trap plus connection to sewer drainage.

1.06 REFRIGERATION

* Construction of all coolrooms and freezers including insulated freezer floor, doors etc.
* Supply, installation and commissioning of condensers and coolroom equipment.

1.07 SIGNAGE

* Signage will be supplied and installed by ‘Albert Smith Signs’. The Contractor shall allow to:
* Provide concrete footings for freestanding signs. (‘Albert Smith Signs’ to provide footing details).
* Provide structural support behind building mounted signage to suit the signs.
* Provide power to the sign locations.
* ‘Albert Smith Signs’ to install the signs, connect to the power supply provided and commission.

b) It is a joint and equal responsibility of the Contractor and separate contractors to liaise and co-ordinate their works.

1.08 EQUIPMENT

The Contractor shall allow for the following:

1. Co-ordination of the delivery of HUNGRY JACK’S equipment, etc. to the site.
2. Safe, secure, dry storage of all equipment and transportation to the site when required.
3. Unpacking & positioning of all equipment on site. Disposal of all boxing, wrapping, etc
4. Building in of fixed equipment where required (or provision of services to loose equipment) ie:
* Broiler hood
* Fry hood
* 3-compartment sink
* Main table
* Hand Dryers
* Bug zapper
* I-compartment sink
* Drive thru benches
* Services ducts to post mix units
* Misc. Hungry Jack’s equipment
1. Shortening of equipment leads, testing and tagging of equipment.
2. Co-ordination of the commissioning of equipment for the following items:
* Broiler
* Fryer
* Main bench
* Main Table
* Coffee machine/s
* Post mix/drinks system
* Soft serve/sundae machine
* Hand Dryers
* Bug zappers
* FCBS
1. Co-ordination of the supply and installation of the register (POS) system, kitchen minder system plus CCTV system by ‘This Solution’.

1.09 SEPARATE CONTRACTORS

1. Co-ordination plus assistance on site for the following separate contractors:
	* + Signage by ‘Albert Smith Signs’
		+ Menuboards by ‘Coates Signco’
		+ Drive Thru system, sound system, security system panel and duress buttons including cabling by ‘Summit’ or ‘Partech’.
		+ POS kitchen minder / CCTV system including cabling by ‘This Solution’.
2. It is a joint and equal responsibility of the contractor and separate contractors to liaise and co-ordinate their works.

DOCUMENTATION

Copies of documents:

Three (3) copies of the drawings, specification and other written information required by the Contract will be supplied free of charge to the Contractor, copies of which are to be distributed, as applicable in part, by the Contractors to sub-contractors.

If the Contractor requires copies of the documents in addition to his entitlement as stated above, then the Architect may charge the Contractor for such additional copies of the documents.

Copyright to all designs shall remain vested in HUNGRY JACK’S and documents shall not be used for any purpose other than that of this contract.

1. CONDITIONS OF TENDERING

1.1 AIMS

Responsibilities

General: Provide a complete bona fide tender.

1.2 GENERAL

Status

General: These conditions of tendering will not form part of the contract.

Code of practice

General: Tendering procedure will be in accordance with the principles of the following: AS 4120 (1994)

Definition

General: In these conditions of tendering, the word “principal” has the same meaning as “owner” and “proprietor”.

Number of tenders invited 6

1.3 PROJECT INFORMATION

Outline description of the works CONSTRUCTION OF A NEW HUNGRY JACK’S RESTAURANT WITH DRIVE-THRU AND ASSOCIATED SITEWORKS

|  |
| --- |
| Description of the site |
| Location: STREET, ADDRESS |
| SUBURB, STATE, POST CODE |
| LOT / DP NUMBER |
| Investigations carried out: ADD AS APPLICABLE i.e.: | * Site contamination
* Hazardous material
* Geotech investigation
 |

Tender documents

The tender documents comprise the following:

* Conditions of tendering.
* Schedule of rates.
* Bills of quantities (To be confirmed).
* General conditions of contract.
* Special conditions of contract.
* Appendix or annexure to general conditions of contract, partly pre-completed.
* Drawings.
* Specifications.
* Nominated subcontracts.
* Deeds of novation for nominated subcontracts.
* Subcontract interfacing information, including services and facilities.
* Geotechnical site investigation reports, as follows: [complete/delete]
* Other documents issued by the owners for the purpose of tendering, as follows: [complete/delete]
* HAZMET Report: [complete/delete]0

Security: Do not disclose to third parties tender documents marked with a classification such as Restricted, Confidential or Secret, except with prior written approval of the principal and subject to conditions imposed.

Hazmet Report: As follows [complete/delete]

1.4 FURTHER INFORMATION

Inquiries: Refer inquiries to the contact person:

|  |  |
| --- | --- |
| Name:  | TBA (ADD PROJECT MANAGERS DETAILS) |
| Telephone:  | TBA |
| Email:  | TBA |

Examination

General: A full set of documents is available for examination, which may be arranged through the contact person.

Other material available for examination: [add as applicable]

Site Inspection

General: Information on dates and times at which the site will be available for inspection can be obtained from the contact person.

Addenda

General: Written addenda issued by the contact person are the only recognised explanations of, or amendments to, the tender documents.

1.5 PREPARATION OF TENDERS

Tender form

Form: Submit the tender on the tender form provided.

Addenda: Confirm on the Tender form that allowance has been made of each addendum and any extensions of the tender period.

* Name and address of tenderer: State the following:
* If an individual, the name in full and address of the individual.
* If an unincorporated body, the registered business name and address of the body and the name in full and address of each member of the body.
* If a company, the name, ABN and registered office address of the company.

Address for service of notices: Include on the Tender form an address for service of notices for the purpose of this tender and any subsequent contract arising out of this tender.

Execution: Sign the Tender form or, if a company, comply with the relevant provisions of the Corporations Law and regulations.

Scope

Scope: Tender for the whole of the work described in the tender documents unless the tender documents provide otherwise.

Exclusions: If unable to tender on parts of the works, inform the contact person in writing as soon as possible, defining the relevant parts and giving reasons.

Completion

General: Complete in full the Tender form and other required documents.

Alterations: Do not alter or add to tender documents except as may be required by these conditions of tendering.

Selected subcontracts

General: Submit with the tender the identity of subcontractors proposed for selected subcontract work.

Alternatives

General: Alternative proposals may be submitted with the tender for consideration, but:

* A conforming tender must be submitted, which complies with the tender documents.
* A detailed description of the alternative must be submitted, stating clearly the manner in which it differs from the requirements of the tender documents whilst complying with the principal’s commercial and technical objectives.

Alternative time for practical completion: Consideration will be given to alternative tenders which offer different times for practical completion. The prescribed liquidated damages will apply to those different times.

Alternative working hours and working days: If the tender includes an allowance for work at times other than the working hours or working days prescribed in the tender documents, submit the working hours and days proposed.

Prequalified subcontractors

Nominated works: Select a subcontractor from the Prequalified subcontractor table.

Prequalified subcontractor table

|  |  |
| --- | --- |
| Works | Subcontractor |
| TBA (BY CONTACT PERSON IF APPLICABLE) |  |
|  |  |
|  |  |

Preferred suppliers

Nominated works: Select a subcontractor from the Preferred suppliers table.

Preferred suppliers table

|  |  |
| --- | --- |
| Works | Suppliers |
| TBA (BY CONTACT PERSON IF APPLICABLE) |  |
|  |  |
|  |  |

Evidence of contractor’s registration or licensing

General: If it is a statutory requirement of the state or territory in which the works are located that a contractor (as defined by the statutory requirement) be registered or licensed to carry out the work described in the tender documents, submit with the tender evidence of registration or licence.

Supporting costing information

Complete and submit the following supporting costing information:

* Tender form (Appendix 1)
* Tender form schedule amount form (Appendix 2)
* Nominated subcontractors prices/schedule of rates (Appendix 3)

Time for submission: with the tender

Design and documentation

Undertake and submit the following design and documentation work: metal framing and roof structure

Cost: The cost of this work will not be reimbursed.

Time for submission: prior to construction

Program

General: Submit a construction program in the form of a preliminary bar chart and network diagram, showing the following:

Sequence of work.

Periods within which various stages or parts of the work are to be executed.

Critical paths of activities related to the work.

Allowance for holidays, RDO’s etc.

Restraints imposed by the contract documents.

Significant milestones including separable parts, if any.

Activity inter-relationships, including those activities to be undertaken by subcontractors and suppliers, both on and off site.

External dependencies including provision of access, document approvals and work by others.

The estimated value of work completed for each month.

Time for submission: with the tender

Method statements

Submit method statements describing proposals for the following:

* Construction work while the store continues to trade (where applicable).
* Existing adjoining uses on site which will continue to trade (where applicable)

Time for submission: with the tender

Conflict of interest

The Tenderer shall advise of any known conflicts of interest affecting the works.

1.4 SUBMISSIONS OF TENDERS

Lodgement

TENDERS MUST BE SUBMITTED VIA EMAIL IN PDF FORMAT TO THE FOLLOWING EMAIL ADDRESS ON THE DATE STIPULATED. LODGEMENT EMAIL ADDRESS: TBA TENDER NUMBER: TBA Procedure: Posted tenders will not be considered. Facsimile: Facsimile tenders will not be considered. Oral tenders: Oral tenders will not be considered. Franking: Impressions of franking machines are not acceptable evidence of timely posting or dispatch. Supporting information: Enclose in a separate sealed envelope marked with the description of the work and the identity of the tenderer.

Late tenders

Prepaid post or facsimile: Late tenders submitted by prepaid post or facsimile may be considered, if the principal is satisfied that in the ordinary course of post or transmission they would have been received by the date and time for closing of tenders.

Hand delivery: Late tenders delivered by hand may be considered if the principal is satisfied that under normal circumstances they would have been received by the date and time for closing of tenders and that the delay was beyond the control of the tenderer.

Other: Late tenders sent by other forms of delivery or transmission will not be considered.

Closing of tenders

Date and Time: REFER TO TENDER INVITATION LETTER

1.5 PROCEDURES AFTER TENDER PERIOD

Tender validity period

General: Unless withdrawn, tenders must remain valid from the date and time for closing of tenders, for the following period: 16 WEEKS

Evaluation of tenders

* General: In evaluating the tenders, the principal may take into consideration the following:
* Conformity with tender documents.
* Capital cost compared with estimated cost.
* Construction period.
* Proposed use of local subcontractors and suppliers.
* Proposed alternatives.
* Alternative working times proposed by the tenderer, and the cost to the principal of providing contract administration for the work under the contract at those times.
* Maintenance and running costs.
* Design proposals.
* Construction program.
* Conflicts of interest.
* Life of proposed equipment.
* Tenderer’s CAD format.
* Value for money.
* Tenderer’s resources.
* Tenderer’s current commitments.
* Tenderer’s previous performance.
* Industrial relations and safety records.

Qualifications: Tenders containing unauthorised alterations, additions or qualifications may be rejected.

Unpriced items: Costs relating to items not priced will be assumed to have been included elsewhere in the tender.

|  |  |
| --- | --- |
| Correction of errors in tenders | CORRECTION OF ERRORS IN SUBMITTED TENDERS IS NOT PERMITTED |

Additional information

General: If required, submit additional information, by the stipulated date and time, to allow further consideration of the tender before any tender is accepted. Failure to meet this requirement may result in the tender being rejected.

Confidentiality

General: Treat as confidential any information provided after the tender period.

Acceptance of tender

Non-acceptance: The principal is not bound to accept the lowest or any tender, or to give reasons.

Acceptance: A tender is not accepted until notice in writing of acceptance is:

- Forwarded to the successful tenderer by email.

Arrangements for return of tender documents

Return of documents: DOCUMENTS ARE NOT REQUIRED TO BE RETURNED

Period between acceptance of tender and possession of site

Anticipated maximum period: 8 WEEKS