



Request for Quotation

Cootamundra-Gundagai Regional Council is seeking quotations as described in the below specification.

Instructions: the Respondent must complete all relevant sections. Failure to sign statement below by authorised representative will render bid invalid. Respondents are cautioned to carefully read any and all instructions and the terms and conditions on any of the attached sheets.

Failure to adhere to these instructions and terms and conditions may result in rejection of the bid.

RFQ Title NSW Rural Fire Service South West Slopes Zone Emergency Service Vehicle – Fleet Servicing

RFQ Number RFQ2025/14

Issue Date 19/02/2025

RFQ Closing Time and Lodgement Details	
RFQ Closing Date:	19/03/2025
RFQ Closing Time:	2pm
RFQ Lodgement Instructions:	All responses must be lodged via Vendor Panel

Contact & Enquiries

Email : mail@cgrc.nsw.gov.au

RFQ Instructions – All Quotations are subject to the following requirements where indicated

- Quotations are to conform with the Specification
- All attachments must be completed and returned according to the Specification

Background

The NSW Rural Fire Service (RFS) South West Slopes Zone runs a fleet of emergency service vehicles for the response to fires and other emergencies within our community. As part of the ongoing fleet maintenance program, all of these vehicles must be serviced each year and a vehicle safety inspection (Pink Slip) must also be completed.

The bulk of the fleet are located in rural areas across the Gundagai District including (but not limited to) Adjungbilly, Burra Creek, Coolac, Darbalara, Frampton, Gobarraalong, Mundarlo, Muttama, North Gundagai, South Gundagai, and Tumblong.

Specifications – Gundagai District

Servicing can take place where the vehicle is housed, or can be taken to the providers workshop. Transport of the vehicle to and from the workshop will be the responsibility of the provider.

The provider will be expected to:

- Service the vehicles as per the provided schedule, including all pumps and small engines.
- Inspect the vehicles for faults and repair as necessary. Repairs above \$1000 will require authorisation.
- Check the safe and effective operation of all firefighting systems (but not limited to) including pumps, foam delivery, valves, fittings, wiring, cables etc.
- Service the vehicles during the Autumn and Winter months of the year (IE May, June, July and August). It is expected that all servicing be completed by no later than 31 August each year.
- Inspect the vehicle and provide a road worthiness certificate, including brake check. This needs to occur within 12 months of the last inspection. An inspection schedule will be provided.
- Complete the RFS inspect sheet (will be provided)
- Place a sticker on the windsceen of the vehicle showing the date 12 months from the date inspected.
- Provide a detailed invoice to the NSW RFS showing work completed for each vehicle.
- Minimise the time any vehicle is off-line. If a vehicle is off-line for an extended period, the NSW RFS must be notified.
- Provide repairs to RFS vehicles as required outside this service period.

In order to ensure a fair and equitable decision is made regarding pricing and service provision we have included a scenario which we ask be quoted.

Please include any additional information such as workshop location, workshop facilities, ability to complete the work in the given time frame, additional services that can be made available on site etc and any other documentation that you consider appropriate for us to consider during the selection process.

Public liability insurance and workers compensation insurance are required to be held for the contract term.

The relevant Certificates of Currency will also need to be supplied along with your quote.

The selection process will be based on a wholistic approach and the lowest or any quotation may not necessarily be accepted.

Work will be granted to the successful contractor for a period of 12 months. The work may be extend for a further period of 12 months or two years.

The RFS fleet in the **Gundagai** area consists of:

Fire Fighting Fleet	
Adjungbilly 1A – 2018 FTS 139	Mundarlo 7 – 2003 NPS300
Adjungbilly 1B – 1996 FTS 700	Muttama 1 – 2020 FTS 139-260
Adjungbilly 7 – 2003 Mitsubishi Canter	Muttama 2 – 1997 FSS500
Burra Creek 1 – 2011 FTS 750	Nangus 1A – 2003 FTS750
Burra Creek 7 – 2007 Mitsubishi Canter	Nangus 1B – 2002 FTS750
Coolac 1 – 2007 FTS750	Nangus 7 – 2005 Mitsubishi Canter
Coolac 7 – 2012 NPS 300	North Gundagai 1 – 2006 FTS 750
Darbalara 7 – 2009 NPS300	North Gungagai 7 – 2017 NPS75
Gobarralong 1 – 1996 FTS700	Tumblong 1 – 2021 FTS 139-260
Mundarlo 1 – 2003 FTS750	Tumblong 7 – 2004 Mitsubishi Canter
Support Fleet	
Command Golf – 2010 Toyota Hilux	Command India – 2009 Toyota Hilux
Command Hotel – 2014 Ford Ranger	Command Juliet – 2006 Toyota Hilux

Scenario for Quotation

Please refer to the Maintenance Schedule provided which details the requirements of the various levels of service for the South West Slopes Zone fleet.

Please provide a quotation for a “B” Service either:

- On site at Nangus Station which is located in the Nangus Village approximately 22Km from Gundagai NSW. The station has a concrete floor with sufficient room to service the vehicle under cover but there are no mechanical facilities on site and no waste disposal facilities on site. All used oil and other material taken on site to service the vehicle must be removed at the end of the service. Access to the station is unrestricted and a key has been provided for access to the station.
- The provider takes the vehicle to their facility and returns it once competed. The time off-line needs to be minimised.

Details to Include in Quotation

Please refer to the Maintenance Schedule provided which details the requirements of the various levels of service for the South West Slopes Zone fleet.

Please provide a breakdown of travel costs, hourly rate for labour and a bulk amount for material used such as filters and oils.

Vehicle Description: 2003 Isuzu FTS 750 Crew Cab vehicle (Vin JALFTS34H37000003) fitted with a GAAM MK253 Pump driven by a Hatz 2L41C air cooled diesel engine.

In addition to the Service, a vehicle safety inspection (Pink Slip) with a brake test print out must be completed for the vehicle. How the vehicle safety inspection is undertaken is at the discretion of the service provider. Could you please clearly itemise the cost of the service (as above) and the cost of the vehicle safety inspection on your quotation.

