

# TENDER REGISTER

**Tender No. PR.RFT 01.2324**

<b>Brief description of goods or services required:</b>	Replacement of Multi-function Devices	
<b>Particulars of the decision to invite tenders:</b>	Tender was called for pursuant to - Delegation No. CE-151 – Expression of Interest and Tenders	
<b>Advertisement Details:</b>	<b>Advertising Date(s):</b> 29 July 2023	<b>Newspaper(s):</b> The West Australian
<b>Closing Date and Time:</b>	25 August 2023 12:00 noon	
<b>Opening Date and Time:</b>	25 August 2023, 12:00 noon	
<b>Opened in the presence of:</b>	<b>NAME:</b>	<b>POSITION:</b>
	Andrea Douglas	PA to Director Corporate Services
	Ismaele Giamunno	Service Desk Officer
	Robert Campbell	Manager Information Technology
<b>Tenderers Contact Name and Company Name:</b>	<b>Address:</b>	
Heather Grygiel, Scope Business Imaging	80 Hasler Road, Osborne Park, Perth WA 6017	
Thomas Epple, Konica Minolta Business Solutions Australia	Ground Floor, 66 Kings Park Road, West Perth, WA, 6005	
Steve Baggaley, Kyocera Document Solutions Pty Ltd	PO Box 525, North Ryde, Sydney, NSW 2113	
Molly Lai, Pioneer Computers Australia,	Unit 2, 37 O’Riordan Street, Alexandria NSW 2015	
<b>Tender awarded by:</b> CE-151	<b>DATE OF COUNCIL MEETING</b> Not applicable	<b>COUNCIL MINUTE NO.</b> Not applicable
<b>Name of Successful Tenderer(s):</b>	Konica Minolta Business Solutions Australia	
<b>Amount of Successful Tender(s):</b>	\$33,649.87 p/a excl. GST for 3 year period with 1 year extension option.	

Copy of Advertisement:



**RFT 01.2324  
TENDER FOR REPLACEMENT OF MULTI-FUNCTION DEVICES**

**Tenders close Friday 25 August 2023 at 12.00 pm**

The Shire currently has multi-function devices installed to provide scanning, printing and document formatting services to members of staff and the public. The current leasing contract for these devices is due for review and the Shire is looking an opportunity to improve value for money in a future agreement.

This Request for Tender will be conducted in an electronic environment. The Request for Tender documents are available from the Shire's Tenderlink portal at <https://portal.tenderlink.com/mundaring>

Tenderers must register as a supplier on the Tenderlink site prior to being able to access the documents. All enquiries relating to the tender are to be in writing through the Tenderlink portal forum.

Tenders must be lodged via the portal. A tender that is not successfully uploaded to the portal when tenders close will not be considered for evaluation.

Shire of Mundaring may decline to accept any or all tenders. Canvassing of elected members or employees will automatically disqualify.

**Jonathan Throssell  
CHIEF EXECUTIVE OFFICER**