

St John WA Request Conditions

Communications

The Respondent must direct all communications and enquiries concerning this RFQ to the Contact person detailed in item 1.5 of the RFQ Document.

Unauthorised communication by a Respondent with any other employee or Representative from St John WA will lead to the Respondents submission being considered non-compliant.

Agreement

By lodging a submission in response to the RFQ, the Respondent agrees to be bound by the Conditions of Quotation.

Representation of the RFQ

No representation made by or on behalf of St John WA during the RFQ process binds St John WA unless the representation is subsequently included as part of a formal instrument of agreement.

Reservations

St John WA reserves the right to execute the following at its sole discretion;

1. Give written notice to Respondents to extend the closing date, Suspend the RFQ process and amend the RFQ documentation;
2. Negotiate with any Respondent who has submitted an offer;
3. Select organisations to invite to submit an offer.

St John WA is not obligated to accept the lowest priced offer and reserve the right to decline all offers.

Exclusion of Liability

St John WA is not liable for any error or omission in this RFQ.

Addendum

St John WA may change this RFQ by issuing an Addendum in writing to all Respondents. Any Addendum issued under Request will become part of this RFQ. Addendums issued by St John WA are the only recognised explanations of amendments to this RFQ.

Use of RFQ Information

This RFQ, and any information provided by St John WA to a Respondent as part of the RFQ process, remain the property of St John WA, and may only be used by Respondent to prepare a Quotation in response to this RFQ. Only Respondents to whom this RFQ is issued may submit a Quotation.

Confidentiality

A Respondent who submits a Quotation must keep the information in its Quotation confidential. The Respondent may disclose the information in this document in their submission.

Monetary Values

All monetary values must be expressed in Australian dollars (Inclusive of GST).

Preparation of Offers

St John WA will not be responsible, nor pay for any cost, expense, or loss which may be incurred by any person in connection with the preparation or presentation of a quotation.

Lodgement of Quotes

All offers must be submitted by the closing date noted on the cover page of the RFQ, unless otherwise specified in an addendum. The offers must be lodged in accordance with item 1.2 of the RFQ. Late offers will not be considered by St John WA.

Debriefing

Unsuccessful Respondents are encouraged to contact the Procurement Officer noted in item 1.5 of the RFQ for a debriefing to discuss the reasons for their non-selection.