**Invitation to Tender**

**Commercial Catering Smoker**

Ref:RUR853

# 1. About The Aussie Smoker Limited

The Aussie Smoker is an Australian BBQ Caterer based in Falmouth, Cornwall catering for Weddings, Private and Corporate BBQ Experiences. We also supply a number of caterers, restaurants and food vans with our specialised BBQ products, condiments and cold smoked cheese. We do so using local companies to help produce the food and also for the deliveries of the goods.

# 2. Background and Context

We are looking to purchase a new Smoker to extend our business capabilities and growth.

The purchase of this system is part of a grant funded application process and therefore procurement will be subject to grant approval of the project. We will assess tenders received on lowest compliant Tender.

# 3. Tender requirements

The successful tenderer will be expected to provide a commercial catering smoker with the following specification:

1. Stainless steel construction; exterior and interior.
2. Mineral wool insulated cabinet.
3. Adjustable 19" tall steel pipe legs.
4. Front or rear flue configuration.
5. Low velocity convection fan with 8" fan blade (spare blade to be included).
6. Control with a digital cook and hold thermostat ((140° to 325°F)(60° to 163°C), to allow for selection of cook temperature, cook time, and hold temperature, and a pneumatic rotisserie advance foot switch.
7. Interior light.
8. 2" grease drain with ball valve.
9. 12off 12" x 30" nickel chrome plated product racks
10. 4off 3-tier, 3 1/2" spacing, hanger assemblies
11. Commissioning and delivery to our premises: Mobile Unit 5 Viaduct Services Frog Pool Truro Cornwall TR3 7JW

4**. Budget**

The total maximum budget available for this commission is £40,000 (exc VAT) but inclusive of all expenses.

**Tenders that exceed the total budget will not be considered.**

The budget will be reviewed as part of the tender evaluation detailed in Section 10 and will reflect the degree to which there is a saving on the maximum budget

# 5. Tender and commission timetable

The timescale of the programme is from the date of signing the contract until acceptance by The Aussie Smoker Limited. The timetable for submission of the Tender, completion of the programme are set out below.

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| --- | --- |
| **Milestone** | **Date** |
| Date ITT available on Contracts Finder | 17 April 2024 |
| Last date for clarifications to queries to be raised | 1700: 26 April |
| Last date for response to clarifiations to be posted on Contracts Finder | 1700:29 April 2024  |
| Deadline to return ITT | **1700: 8 May 2024** |
| Evaluation of ITT | 9 May 2024 |
| Award of Contract  | This is subject to successfully obtaining grant funding and will normally be no later than 30 days from contract evaluation |

# 6. Tender submission requirements

Please include the following information in your Tender submission.

6.1 Please provide your proposal and any necessary technical or specification sheets.

6.2 Complete the compliancy matrix enclosure 1. This should demonstrate how you meet or exceed the requirement in section 3. Where necessary please answer by cross referring to any proposal or technical or specification sheets provided in 6.1.

6.3 Copy of your company’s Terms and Conditions and Payment Plan

**7. Sub-contracting**

Tenderers should note that a consortia can submit a tender but the sub-contracting of aspects of this commission after appointment will only be allowed by prior agreement with The Aussie Smoker Limited.

**8. Conflicts of Interest**

Tenderers must provide a clear statement with regard to potential conflicts of interests. Therefore, **please confirm within your tender submission** whether, to the best of your knowledge, there is any conflict of interest between your organisation and The Aussie Smoker Limited or its programme team that is likely to influence the outcome of this procurement either directly or indirectly through financial, economic or other personal interest which might be perceived to compromise the impartiality and independence of any party in the context of this procurement procedure.

Receipt of this statement will permit The Aussie Smoker Limited to ensure that, in the event of a conflict of interest being notified or noticed, appropriate steps are taken to ensure that the evaluation of any submission will be undertaken by an independent and impartial panel.

# 9. Tender clarifications

Any clarification queries arising from this Invitation to Tender which may have a bearing on the offer should be raised by email to:

adam@theaussiesmoker.com

in accordance with the Tender and Commission Timetable in section 5.

Responses to clarifications will be anonymised and uploaded by The Aussie Smoker Limited to Contracts Finder and will be viewable to all tenderers.

No representation by way of explanation or otherwise to persons or corporations tendering or desirous of tendering as to the meaning of the tender, contract or other tender documents or as to any other matter or thing to be done under the proposed contract shall bind The Aussie Smoker Limited unless such representation is in writing and duly signed by a Director/Partner of the tenderer. All such correspondence shall be returned with the Tender Documents and shall form part of the contract.

# 10. Tender evaluation methodology

Each Tender will be checked for completeness and compliance with all requirements of the ITT. The award of the contract will be to the LOWEST COMPLIANT BID.

11**. Tender Award**

Any contract awarded as a result of this tender process will be in accordance with this ITT and the tenderer’s response.

# 12. Tender returns

Tenders are to be returned by email.

Tenders are to be returned in accordance with Section 5

Latest date to be returned: As per Section 5

Latest time to be returned: 17:00

Emailed tenders should be sent electronically to

 adam@theaussiesmoker.com

 with the following message clearly noted in the Subject box;

 ‘Commercial Catering Smoker’

**Tenderers are advised to request an acknowledgement of receipt of their email.**

**13.** **Disclaimer**

The issue of this documentation does not commit The Aussie Smoker Limited to award any contract pursuant to the tender process or enter into a contractual relationship with any provider of the service. Nothing in the documentation or in any other communications made between The Aussie Smoker Limited or its agents and any other party, or any part thereof, shall be taken as constituting a contract, agreement or representation between The Aussie Smoker Limited and any other party (save for a formal award of contract made in writing by The Aussie Smoker Limited or on behalf of The Aussie Smoker Limited).

Tenderers must obtain for themselves, at their own responsibility and expense, all information necessary for the preparation of their tender responses. Information supplied to the tenderers by The Aussie Smoker Limited or any information contained in The Aussie Smoker Limited’s publications is supplied only for general guidance in the preparation of the tender response. Tenderers must satisfy themselves by their own investigations as to the accuracy of any such information and no responsibility is accepted by The Aussie Smoker Limited for any loss or damage of whatever kind and howsoever caused arising from the use by tenderers of such information.

The Aussie Smoker Limited reserves the right to vary or change all or any part of the basis of the procedures for the procurement process at any time or not to proceed with the proposed procurement at all.

Cancellation of the procurement process (at any time) under any circumstances will not render The Aussie Smoker Limited liable for any costs or expenses incurred by tenderers during the procurement process.

# 14. Enclosures

1. Compliancy Matrix