

Norfolk Island Regional Council

LEASE OF CARS **EXPRESSION OF INTEREST 57/16**

The Norfolk Island Regional Council is seeking Expressions of Interest from businesses on the Island for the lease of motor cars on an "as required basis".

Information required when responding to this expression of interest should include:

- Type of car required – van, ute
- Make
- Model and series
- Serial or registration number
- Year model
- Hourly rate
- Daily/weekly rate
- Any other charges

Selection and Utilisation Process

All Expressions of Interest will be evaluated and ranked.

When hiring external vehicles the Norfolk Island Regional Council will utilise this list commencing with the highest ranked supplier for the required vehicle.

If at the time the highest ranked supplier's vehicle is not available or is not safety compliant, the next highest ranked supplier will be considered and so on until available and suitable car is found.

If the highest or next highest ranked contractor is not utilised a statement of reasons will be recorded in the job file.

Quotation and Lodgement

Completed documentation should be sealed in an envelope marked "Expression of interest 57/16, Lease of Cars' and placed in the Tenders Box located in the Registry section on the bottom floor of the New Military Barracks Kingston by 4:00pm Friday 18 November 2016

Dated: 2 November 2016

SAATI DIVEKAR
MANAGER LOCAL SERVICES AND ASSETS