

## Contract Tender Opening (1997)

Minute Number: 1206/97

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That all tenders which call for written quotes or tenders, called by or on behalf of the Manukau City Council for which Manukau City Council funds will be expended, are to be placed in the Tenders Box situated on Level 2, Civic Centre Building, Wiri Station Road.

That any tender not placed in the Tender Box by the closing date and time of the tender will not be considered and is to be returned to the tenderer unopened.

That all tenders close at 2.00 pm on a Wednesday.

That all tenders, including those handled by outside consultants, be opened in public and the tenderers names announced.

That the tender sum not be disclosed until the tender evaluation process has been completed.

That on acceptance of a tender all tenderers be notified of the name of the successful tenderer, the names of the unsuccessful tenderers, the accepted tender price and the unsuccessful tender prices.

That the following change be made to Schedule C Delegated Powers and Functions of Officers.

Clause 12, Contracts for Goods, Works or Services.

For value of contract not exceeding \$100,000.

Method of Tendering:

- a) Written quotes or tenders in respect to contracts of \$25,000 or more.
- b) Verbal or written quotes or tenders for contracts less than \$25,000.