CIRCULAR HEAD COUNCIL

REQUEST FOR TENDER

PROVISION OF INTERIM WASTE TRANSPORT SERVICES

WHITE HILLS AND PORT LATTA

CONTRACT NO. 1880

Circular Head Council
ABN 43 826 151 424
33 Goldie Street (PO Box 348)
SMITHTON TAS 7330
03 6452 4800
www.circularhead.tas.gov.au

TENDER PARTICULARS

Item	Detail
Principal	Circular Head Council
Tender title	Provision of Interim Waste Transport Services – White Hills and Port Latta
Contract number	1880
Tender release date	3 November 2026
Closing date and time	26 November 2026 4:00pm
Lodgement	www.tenderlink.com/circularhead/
Tender enquiries	www.tenderlink.com/circularhead/
Site inspection	By Appointment
Tender validity period	90 days from close of tenders
Indicative commencement	Package A Dec Package B Late February Early March 2027
Initial term	12 months
Extension options	Three options of 6 months each, exercisable at Council's sole discretion
Estimated service quantity	Package A White Hills: Annual bin movements 395. General waste 377, Comingled Recycling 14 Asbestos 4. Package B Port Latta to Dulverton: Approximately 6,000 tonnes per annum; no minimum quantity guaranteed
Receiving facility	Package A: 20211 Bass Hwy Port Latta TAS 7321 for General Waste Package B: Dulverton Waste Management Landfill & Organics Facility, 145 Dawsons Siding Road, Latrobe TAS 7307

Tender document structure

- Part A - Conditions of Tendering
- Part B - Tender Form and Tender Schedules
- Part C - Contract Conditions and Particulars
- Part D - Technical Specification
- Part E - Appendices

1. General

1.1 Code of practice and procurement requirements

All Tenderers shall comply with Circular Head Council's (CHC) "Procurement Framework"

A copy of the policy and code are available for viewing, or download at

https://www.circularhead.tas.gov.au/__data/assets/pdf_file/0034/759427/Procurement-Framework-inc-Code-for-Tenders-and-Contracts-CG015-Approved-20200917.pdf.

1.2 Nature of tender

This is a performance-based schedule of rates tender. Council has not prescribed a particular trailer, container or transport configuration. Tenderers are required to propose a complete transport solution capable of meeting the service outcomes and site constraints described in Part D.

All tendered prices are to be exclusive of GST unless otherwise stated.

1.3 Tender documents

The Tender Documents comprise:

- these Conditions of Tendering;
- the Tender Form and Tender Schedules;
- AS 4920-2003 General conditions of contract for the provision of asset maintenance and services (Principal's version), including Amendment No. 1, where incorporated by the Contract Particulars;
- the Contract Particulars and Special Conditions in Part C;
- the Technical Specification in Part D;
- the appendices and drawings identified in Part E;
- any Addendum issued by Council during the tender period.

1.4 Addenda

No explanation, amendment or qualification of the Tender Documents is valid unless issued by Council in writing as an Addendum through TenderLink. Tenderers must acknowledge all Addenda in Schedule C.

1.5 Requests for information

All requests for information or clarification must be lodged through Council's TenderLink portal. Council may circulate a response to all prospective tenderers where the information is relevant to the tender generally.

1.6 Site inspection

Site inspections will be available by appointment. Tenderers wishing to inspect the Port Latta site are to arrange an appointment by emailing

Michael Dunn at mdunn@circularhead.tas.gov.au

Tenderers are encouraged to inspect the sites and satisfy themselves as to the existing conditions, access arrangements, site constraints and other matters relevant to their proposed transport solution.

The Principal will not be liable for any claim arising from a Tenderer's failure to adequately familiarise itself with the site conditions.

1.7 Tenderer to acquire information

Tenderers must obtain all information reasonably necessary to prepare their Tender, including confirming that their proposed transport equipment can safely access, be loaded at and depart from the Port Latta Interim Waste Loading Facility and can be accepted and unloaded at the receiving facility.

1.8 Tender validity

Tenders must remain valid for 90 days from the closing date unless Council agrees otherwise in writing.

2. Extent and duration of contract

2.1 General extent

The Contract comprises two separable service packages. Package A is for the supply of bins and on-demand collection and transport of general waste, comingled recycling and asbestos from White Hills Transfer Station.

Package B is for the on-demand bulk transport of mixed municipal general waste from Council's Port Latta Interim Waste Loading Facility to the nominated receiving facility. The Contractor is to provide all bins, transport vehicles, trailers, containers, drivers and associated resources required for the package(s) awarded.

2.2 Contract term

The initial Contract term is 12 months from the Service Commencement Date. Council may, at its sole discretion, exercise up to three further 6-month extension options. The maximum anticipated Contract duration is 24 months.

2.3 Quantities

Historical quantities are provided for tendering purposes only.

Package A annual bin movements (Pick up and re deliver)

Description	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	2025-26 Total Cost
Number of 35m3 (General Waste) Bins	25	25	28	31	24	39	36	33	38	30	38	30	377
Number of 15m3 (Comingled Recycling) Bins	1	1	1	1	1	1	2	1	1	2	1	1	14
Number of 6m3 (Asbestos) Bins	1	0	0	0	0	0	1	0	0	1	0	1	4

Package B historical tonnage is approximately 6,000 tonnes per annum. Council does not guarantee any minimum or maximum quantity, number of collections, loads, frequency of requests or revenue under the Contract. Tenderers must allow for fluctuations in waste volumes, including peak periods.

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3. Submission of Tender

A conforming Tender must include a completed Tender Form and all mandatory schedules. Tenderers may attach additional supporting material where it assists Council to understand the proposed solution, but responses should remain concise and directly relevant to the evaluation criteria.

3.1 Alternative tenders

Alternative Tenders may be considered at Council's discretion where they meet the intent and service outcomes of the Tender Documents. A tenderer submitting an alternative Tender must also submit a conforming Tender unless Council states otherwise, and must clearly identify all departures in Schedule D.

4. Lodgement of tender

Tenders must be lodged electronically through Council's TenderLink portal by the closing date and time. Late tenders may be dealt with only in accordance with Council's procurement framework and applicable legislation. Email, facsimile and hand-delivered tenders will not be accepted.

5. Acceptance of tender

5.1 Conforming tender

A Tender may be treated as non-conforming if it is late, incomplete, unsigned where signature is required, does not comply with mandatory requirements, contains undisclosed qualifications, or otherwise does not comply with the Tender Documents. Council may reject a non-conforming Tender.

5.2 No obligation to accept

Council is not bound to accept the lowest priced Tender or any Tender. Council may accept the Tender that it considers, in all the circumstances, provides the best value and most advantageous outcome.

5.3 Clarification and verification

Council may seek clarification, verify information, contact referees, inspect proposed equipment, or request confirmation from the receiving facility regarding the suitability of a proposed transport configuration before award.

6. Assessment of tenders

6.1 Evaluation process

It is Councils policy to award contracts to tenderers whose tenders are assessed as offering the best value for money.

Conforming tenders will be evaluated on the following criteria and weighting:

Selection criterion	Weighting
Tendered price / evaluated whole-of-service cost	**35%**
Proposed transport solution and project understanding	**25%**
Capacity, resources and continuity of service	**15%**

Selection criterion	Weighting
Relevant experience and capability of personnel and management	**10%**
Quality systems, WHS, Heavy Vehicle National Law / Chain of Responsibility, risk and environmental management	**10%**
The tenderers business location and its contribution to the local economy	**5%**

Waiting time, ad hoc additional equipment and other contingency rates will not ordinarily be included in the base price score unless Council considers they are reasonably likely to be material and can be evaluated consistently across all Tenders.

6.2 Mandatory requirements

- legal entity and ABN;
- ability to commence within the required mobilisation period;
- appropriate heavy vehicle registrations, licences and compliance systems;
- Public Liability insurance of not less than $20 million;
- Workers Compensation insurance as required by law;
- motor vehicle and equipment insurance appropriate to the proposed fleet;
- ability to safely contain mixed municipal general waste during transport;
- submission of a proposed transport solution, nominated payload and service methodology;
- submission of WHS and Chain of Responsibility management information.

6.3 Debriefing

Unsuccessful tenderers will be advised in writing and may request a debrief in accordance with Council's procurement framework.

PART B - TENDER FORM AND TENDER SCHEDULES

Tender Form

I/We .....

of .....

hereby tender to provide Interim Waste Transport Services - Port Latta to Dulverton in accordance with the Tender Documents and at the rates submitted in the Tender Schedules.

I/We acknowledge that the quantities stated in the Tender Documents are estimates only and are not guaranteed.

Tenderer legal name: .....

ABN/ACN: .....

Authorised signatory: .....

Signature: ..... Date: .....

SCHEDULE A - PRICING

All rates are exclusive of GST.

Package A - White Hills bin supply and transport

Item	Description	Evaluation quantity	Unit	Rate ex GST
A1	Monthly rental - 35 m³ general waste bin (4 bins required)	12 months x 4 bins	$/bin/month	
A2	Monthly rental - 15 m³ comingled recycling bin (1 bin required)	12 months x 1 bin	$/bin/month	
A3	Monthly rental - 6 m³ asbestos bin (1 bin required)	12 months x 1 bin	$/bin/month	
A4	Collection and transport - 35 m³ general waste bin, White Hills to Port Latta	377 movements	$/bin movement	
A5	Collection and transport - 15 m³ recycling bin to Council-approved recycling facility	14 movements	$/bin movement	
A6	Collection and transport - 6 m³ asbestos bin to Dulverton	4 movements	$/bin movement	

Package B - Port Latta bulk waste transport

Item	Description	Estimated Quantity	Unit	Tendered rate ex GST
A1	Mobilisation to establish service	1	Lump sum	
A2	Transport of municipal general waste from Port Latta to Dulverton, including provision of all vehicles, trailers/containers, drivers, fuel, maintenance, equipment availability and all other costs necessary to provide the service	6000 tonne/year	$/tonne	
A3	Waiting time where delay is attributable to Council or the receiving facility, after the first 30 minutes	Provisional	$/hour	
A4	Additional services requested by Council outside the normal scope	Provisional	$/hour	

Combined-service offer

Item	Description	Tendered adjustment
C1	Discount or other price adjustment if Packages A and B are both awarded to the Tenderer	
C2	Conditions applying to the combined-service discount (if any)	

Nominated evaluation payload (average net tonnes per loaded movement): ..... tonnes

Expected number of loaded movements at 6,000 tonnes/year: .....

Any proposed fuel price adjustment mechanisms……..…

Any pricing assumptions, exclusions.....

The tendered rate per tonne is to include all costs associated with providing the Services, including prime movers, trailers or containers, drivers, fuel, maintenance, registration, insurance, mobilisation between loads, equipment availability, administration and all other costs necessary to transport the waste from Port Latta to the nominated receiving facility.

No separate trailer hire, equipment availability, fuel surcharge or other recurring charge will be payable unless expressly identified in the Schedule of Rates and accepted by Council.

Tendered base rates must otherwise remain fixed for the initial 12-month term. Unless otherwise accepted by Council, extension-period rates may be adjusted at the commencement of each extension by the movement in Hobart CPI All Groups over the relevant period.

SCHEDULE B - TENDERER DETAILS

Legal entity: .....

Trading name: .....

ABN: .....

ACN: .....

Registered address:
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Postal address: .....

Primary contact: .....

Telephone: .....

Email: .....

Number of years trading:

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Number of employees:

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Ultimate holding company (if any):

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SCHEDULE C - RECEIPT OF ADDENDA

Addendum no.	Brief description	Date received

SCHEDULE D - LIST OF NON-COMPLIANCE / QUALIFICATIONS

List every respect in which the Tender differs from the Tender Documents. Any matter not listed here may be treated as conforming fully with the Tender Documents.

Reference	Departure / qualification	Reason / proposed alternative

SCHEDULE E - PROPOSED TRANSPORT SOLUTION

Package A: White Hills bins and collection service

Requirement	Tenderer response
35 m³ general waste bin - make/type, dimensions and lid/cover system	
15 m³ recycling bin - make/type, dimensions and lid/cover system	

Requirement	Tenderer response
6 m³ asbestos bin - make/type, dimensions, cover/sealing system and asbestos suitability	
Number of spare/replacement bins available	
Collection vehicle type and configuration	
Backup collection vehicle and location	
Guaranteed response time after Council requests collection (maximum 24 hours)	
Controlled-waste transport registrations / authorisations relevant to asbestos	

Package B: Port Latta bulk transport solution

Requirement	Tenderer response
Transport system / trailer or container type	
Manufacturer / model (if known)	
Number of transport units dedicated or available to the service	
Transport configuration	
Nominated average net payload per loaded movement (t)	
Maximum net payload (t)	
Nominal volumetric capacity (m3)	
Overall vehicle / combination dimensions relevant to site access	
Waste containment / cover system	
Unloading method at DWM	
Maximum loaded movements per weekday	
Backup equipment available and location	
Estimated mobilisation period from Notice of Award	

Attach drawings, photographs or manufacturer information where useful to demonstrate the proposed solution.

SCHEDULE F - LOADING PLANT INTERFACE REQUIREMENTS PACKAGE B ONLY

Council will hire and provide the loader and loader operator. Tenderers must state the minimum loading plant characteristics required for their proposed transport system.

Recommended loader type:

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Minimum operating weight:

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Minimum bucket capacity / preferred bucket type:

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Minimum dump height / reach:

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Any loading constraints or special attachments:

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Estimated loading time per transport unit:

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Other plant interface requirements:

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SCHEDULE G - SERVICE METHODOLOGY AND CONTINUITY

Package A - Describe how collection requests from White Hills will be received and completed, including removal of the full bin, provision of a suitable replacement bin and achievement of the maximum 24-hour response requirement.

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Package A - Describe how sufficient spare bins and backup collection vehicles will be maintained to prevent interruption to White Hills operations.

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Describe how the proposed service will operate from Council requests transport through trailer/unit replacement, transport, unloading and return.

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Describe how the service will accommodate any unforeseen short-term surges in waste.

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Describe breakdown, maintenance and contingency arrangements, including expected replacement response times.

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Describe how the contractor will prevent litter, leakage, spillage and other environmental impacts during loading interface and transport.

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SCHEDULE H - KEY PERSONNEL

Position	Name	Role in Contract	Relevant qualifications / licences	Years experience

Position	Name	Role in Contract	Relevant qualifications / licences	Years experience

SCHEDULE I - PLANT, VEHICLES AND EQUIPMENT

Type	Make/model	Registration	GVM/GCM	Capacity	Primary / backup	Owned / hired

SCHEDULE J - RELEVANT EXPERIENCE AND REFEREES

Client / project	Scope	Period	Approx. value / tonnage	Referee / contact

SCHEDULE K - INSURANCES AND REGISTRATIONS

Insurance / registration	Policy / registration no.	Insurer / authority	Coverage	Expiry
Public Liability ($20M minimum)				
Workers Compensation				
Motor Vehicle / Fleet				
Plant and Equipment				
Other relevant cover				

Attach current Certificates of Currency and evidence of relevant vehicle registrations / accreditations.

SCHEDULE L - WHS, CHAIN OF RESPONSIBILITY AND ENVIRONMENT

Describe the WHS management system that will apply to the Contract and attach a current Safety Management Plan or equivalent.

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Describe the Heavy Vehicle National Law and Chain of Responsibility management system, including mass, dimension, load restraint, fatigue, speed and vehicle standards controls.

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Describe environmental management arrangements, including litter containment, leakage/spill prevention and incident response.

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Provide details of relevant audits, certifications, accreditations or enforcement history during the previous five years.

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SCHEDULE M - PROPOSED SUBCONTRACTORS

Activity	Subcontractor	Extent of subcontract

SCHEDULE N - CONFLICTS OF INTEREST

Disclose any actual, potential or perceived conflict of interest relevant to this Tender or the proposed Contract. If none, state "Nil".

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SCHEDULE M - LOCAL ECONOMIC AND COMMUNITY BENEFIT

Describe the local economic and community benefits that would arise from the Tender, including, where applicable, the use of local employees, subcontractors and suppliers; local depot or operational presence; expenditure retained within Circular Head and north-west Tasmania; training or employment opportunities; and any other demonstrated community benefit. Tenderers should provide specific and measurable commitments where possible.

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PART C - CONTRACT CONDITIONS AND PARTICULARS

The incorporated Australian Standard is referenced only. The copyrighted text of the Standard is not reproduced in this Tender Booklet.

7. General conditions of contract

Subject to Council confirming its licensed use of the document, the General Conditions of Contract are AS 4920-2003, General conditions of contract for the provision of asset maintenance and services (Principal's version), incorporating Amendment No. 1.

The General Conditions are supplemented by these Contract Particulars, the Technical Specification, the accepted Tender and any written Special Conditions or Addenda. To the extent of inconsistency, the Contract Particulars and Special Conditions prevail over the Technical Specification, and the Technical Specification prevails over the accepted Tender, unless the Contract states otherwise.

Particular	Requirement
Principal	Circular Head Council, ABN 43 826 151 424
Principal's Representative	Director Infrastructure & Development Services
Contract title	Provision of Interim Waste Transport Services - White Hills and Port Latta
Service Commencement Date	Expected late February 2027/Early March 2027
Initial term	12 months
Extension options	3 x 6 months at Council's sole discretion
Council termination for convenience	60 days written notice
Tendered rates	Firm for initial 12 months except as expressly accepted in Schedule A
Payment terms	28 days from receipt of a valid tax invoice and required supporting records
Security / retention	Nil
Public Liability insurance	$20 million minimum
Workers Compensation	As required by law
Motor vehicle / equipment insurance	Comprehensive cover appropriate to the proposed fleet and operations
Professional Indemnity	Not required unless professional/design services are separately proposed and accepted
Governing law	Tasmania
Notices	As stated in the executed Contract / Tenderer details

8. Special conditions

8.1 No exclusivity or volume guarantee

The Contract does not guarantee the Contractor any minimum volume, number of loads or revenue. Council may alter waste operations, divert waste, change the receiving facility, or reduce or cease the service as its operational requirements change, subject to the Contract.

8.2 Termination for transition to permanent facility

Without limiting any other termination right, Council may terminate the Contract for convenience on 60 days written notice where the interim service is no longer required, including because the White Hills waste transfer facility or another long-term arrangement becomes operational. The Contractor will be paid for services properly performed to the termination date and any accepted demobilisation charge, but not for loss of anticipated profit on unperformed services.

8.3 Subcontracting

The Contractor must not subcontract a material part of the services without Council's prior written approval. Approval does not relieve the Contractor from any obligation or liability under the Contract.

8.4 Records and audit

The Contractor must maintain complete records of all loads, dispatches, vehicle details, weighbridge records, incidents, maintenance and compliance information relevant to the Contract and provide them to Council on request. Records must be retained for at least seven years or any longer statutory period.

8.5 Step-in and emergency arrangements

If the Contractor fails to provide sufficient transport capacity and the failure threatens continuity of Council's waste service, Council may, after giving such notice as is reasonable in the circumstances, arrange alternative transport. Reasonable additional costs incurred by Council as a result of a Contractor default may be recovered from the Contractor.

8.6 Change of receiving facility

Council may direct the Contractor to deliver to another lawful receiving facility. Where the change materially affects distance, travel time or operating cost, the parties will value the change using applicable tendered rates or, where no applicable rate exists, a reasonable agreed variation.

8.7 Compliance with laws and site requirements

The Contractor must comply with all legislation, regulations, codes, approvals and lawful directions relevant to the services, including Heavy Vehicle National Law requirements, work health and safety requirements, environmental legislation, road laws and the operational requirements of Council and the receiving facility.

8.8 Incident notification

The Contractor must immediately notify Council of any serious safety incident, vehicle accident, spill, loss of load, environmental incident, regulatory intervention or other event that may materially affect the service. A written incident report must be provided within 24 hours unless Council directs otherwise.

8.9 Confidentiality and media

The Contractor must not make public or media statements about Council, Port Latta, the Contract or any incident arising from the services without Council's prior written approval, except where disclosure is required by law.

9. Background and purpose

Circular Head Council currently operates the White Hills Transfer Station and uses contractor-supplied bins and transport services to move general waste, comingled recycling and asbestos from the site. Council is also transitioning from landfilling at Port Latta to disposal of residual municipal waste at Dulverton Waste Management. Council's permanent White Hills transfer solution is not expected to be operational when landfilling at Port Latta ceases, so an interim loading facility is being established at Port Latta for an anticipated period of approximately 12 to 24 months.

The purpose of this Contract is to procure the related White Hills and Port Latta transport services through one market process while preserving Council's ability to award the services separately. The Contract is intended to provide safe, reliable, flexible and value-for-money services during the transition to Council's permanent waste-transfer arrangements.

10. Tender package structure

The Tender comprises two separable packages. Package A covers contractor-supplied bins and collection/transport from White Hills Transfer Station to Port Latta.

Package B covers bulk transport of mixed municipal general waste from Port Latta to the receiving facility. Tenderers may submit for either or both packages.

10.1 Package A - White Hills bin supply and transport

Package A includes the supply, maintenance and replacement of the following bins at White Hills Transfer Station: four (4) 35 m³ general waste bins, one (1) 15 m³ comingled recycling bin and one (1) 6 m³ asbestos bin. The Contractor must collect and transport each waste stream as requested by Council and maintain sufficient spare bins and vehicle capacity to prevent disruption to the transfer station.

10.2 Package A collection and response

Council's White Hills operator will request collection when a bin requires removal. Unless otherwise agreed, the Contractor must remove the full bin and provide a suitable replacement bin within 24 hours of Council's request. The Contractor must plan collections around White Hills operating requirements and the access requirements of the receiving facility at Port Latta.

10.3 Package A waste destinations

General waste collected under Package A is to be transported to the Port Latta Interim Waste Loading Facility unless Council directs otherwise. Comingled recycling is to be transported to a suitable recycling facility nominated by the Tenderer and approved by Council. Asbestos is not to be delivered to the Port Latta interim transfer stream and must be transported to a Council-nominated or Council-approved facility lawfully authorised to receive it. The asbestos destination is Dulverton waste management facility

10.4 Package A bin requirements

Bins must be fit for purpose, maintained in a safe and serviceable condition and suitable for the relevant waste stream. General waste and recycling bins must have effective lids, covers or tarping systems that prevent windblown litter and loss of material. The asbestos bin must be suitable for the lawful storage and transport of asbestos waste and must be capable of being securely covered/sealed in accordance with applicable requirements.

10.5 Package A damaged bins and continuity

The Contractor is responsible for replacing bins damaged through normal wear and tear or through the act or omission of the Contractor or its personnel. Where damage is attributable to vandalism or another cause outside the Contractor's control, the parties will agree the reasonable repair or replacement cost. Regardless of cause, the Contractor must act promptly to provide a serviceable replacement so that Council operations are not disrupted.

10.6 Package A asbestos and controlled-waste compliance

Where asbestos waste is transported, the Contractor must hold and maintain every registration, licence, approval and category authorisation required by law for the transport of that waste. Evidence must be supplied before commencement and on request. The Contractor must comply with all applicable packaging, containment, documentation, tracking and receiving-facility requirements. Personnel involved in the asbestos transport service must have appropriate asbestos awareness training and be instructed in the Contractor's asbestos transport procedures.

10.7 Package B service overview

For Package B, Council will provide the Port Latta Interim Waste Loading Facility, the Port Latta weighbridge, a hired loader and a Council loader operator. The Contractor will provide all transport equipment, drivers and associated transport resources required to transport mixed municipal general waste to the nominated receiving facility. Hazardous waste and asbestos are excluded from the Package B waste stream.

10.8 Package B operating hours and receiving facility

Port Latta normal operating hours for Package B are 7:00 am to 4:00 pm, Monday to Friday, excluding public holidays unless Council directs otherwise. The nominated receiving facility is Dulverton Waste Management, 145 Dawsons Siding Road, Latrobe TAS 7307, unless Council nominates another lawful receiving point. Tenderers must satisfy themselves that their proposed configuration is acceptable to the receiving facility and must comply with its access, weighbridge and unloading requirements.

11. Historical and evaluation quantities

Package A - White Hills

The following information is provided to assist Tenderers in understanding the historical level and variability of the Services. Historical quantities are indicative only and do not constitute a guarantee of future collection volumes or frequencies.

Month	35m3 Bin Pick Ups	15m3 Commingled Recycling Pick ups	6m3 Asbestos Bin Pick Ups
Jul 2025	25	1	1
Aug 2025	25	1	0
Sep 2025	28	1	0
Oct 2025	31	1	0
Nov 2025	24	1	0
Dec 2025	39	1	0
Jan 2026	36	2	1
Feb 2026	33	1	0
Mar 2026	38	1	0

Month	35m3 Bin Pick Ups	15m3 Commingled Recycling Pick ups	6m3 Asbestos Bin Pick Ups
Apr 2026	30	2	1
May 2026	38	1	0
Jun 2026	30	1	1

Package B – Port Latta

Council's Port Latta waste tonnage for the 2025/26 financial year was 6,031.29 tonnes. Average monthly tonnage was approximately 502.6 tonnes. The highest month was 835.62 tonnes. The figures below are indicative only and are not guaranteed future quantities.

Month	Tonnes	Month	Tonnes
Jul 2025	549.60	Jan 2026	427.55
Aug 2025	488.61	Feb 2026	423.66
Sep 2025	456.50	Mar 2026	439.64
Oct 2025	501.96	Apr 2026	520.46
Nov 2025	835.62	May 2026	423.18
Dec 2025	491.40	Jun 2026	473.11

FY2025/26 total: 6,031.29 t | Monthly average: 502.61 t | Peak month: 835.62 t

12. Package B Port Latta interim loading facility

Council will provide the interim loading facility generally in accordance with drawing set TAS292 Rev B - 100% Design. The design includes the site plan, works layout, truck loading platform, reinforced concrete apron, retaining arrangement and associated access works. The drawing set will be issued as a separate tender appendix.

Tenderers must review the drawings and satisfy themselves that the proposed equipment can manoeuvre, position, be loaded and depart safely. Council does not warrant that the facility is suitable for every vehicle or trailer configuration.

13. Package B Council responsibilities

- provide access to the Port Latta Interim Waste Loading Facility during normal operating hours;
- provide and operate the Port Latta weighbridge;
- hire and provide a suitable loader that meets the accepted transport solution's stated loading requirements;
- provide the loader operator;
- load the transport unit under Council's operational control;
- determine when a transport unit is ready for dispatch;
- maintain the disposal arrangement with DWM;
- pay DWM disposal charges directly unless otherwise advised.

14. Package B Contractor responsibilities

- provide all prime movers, trailers, containers and other transport equipment necessary for the accepted solution;
- provide licensed, competent drivers and supervisory resources;
- maintain sufficient transport capacity to avoid interruption to Port Latta operations;
- ensure all vehicles and equipment are roadworthy, registered, maintained and suitable for the service;
- ensure loads are lawfully restrained, contained and covered so waste, litter and liquids cannot escape;
- transport each load safely and lawfully to the receiving facility;
- comply with DWM access, weighbridge and unloading requirements;
- provide backup equipment and breakdown response;
- maintain WHS, Chain of Responsibility, environmental and incident management systems;
- provide load, weighbridge, performance and invoicing records required by Council.

15. Package B Performance-based transport solution

Council has deliberately not specified walking-floor trailers, tippers, ejector trailers, hook-lift containers or any other particular technology. The Tenderer is responsible for proposing and warranting a transport configuration that achieves the service outcomes.

The proposed solution must demonstrate:

- compatibility with the Port Latta loading facility;
- compatibility with Council-provided loading plant as specified by the Tenderer and accepted by Council;
- safe legal payload and vehicle mass compliance;
- adequate volume and payload efficiency;
- safe containment of putrescible mixed municipal general waste;
- suitable unloading at DWM;
- sufficient equipment to maintain continuous loading capacity at Port Latta;
- reasonable mobilisation, maintenance and breakdown arrangements;
- capacity to accommodate normal volumes and a monthly demand of at least approximately 850 tonnes without service interruption.

16. Package B Loader interface

Council intends to hire the loading plant for the interim period and will provide the loader operator. This allows Council to assess operational requirements before committing to long-term plant arrangements. Tenderers must state in Schedule F the minimum loader type, operating weight, bucket capacity/type, dump height/reach and any other characteristics required for their proposed transport system.

Before Service Commencement, Council and the successful Contractor will confirm that the hired loader is suitable for the accepted transport solution.

17. Package B On-demand collection and dispatch

The service will operate on demand. Council will notify the Contractor when transport capacity is required or when a loaded unit is ready for removal. The Contractor must respond within the Guaranteed Response Time accepted from Schedule E.

Except where Council directs otherwise, the Contractor must not remove a transport unit before Council confirms it is ready for dispatch. The Contractor's service methodology must maintain adequate empty transport capacity so Port Latta operations are not interrupted while another unit is in transit, unloading, being maintained or otherwise unavailable.

18. Package B Service continuity and breakdowns

Failure of a prime mover, trailer, container or other Contractor equipment must not cause an unreasonable interruption to Council's waste service. The Contractor must maintain backup arrangements appropriate to the proposed solution and must promptly advise Council of any event likely to affect available transport capacity.

The successful Contractor's nominated backup arrangements and response commitments will form part of the Contract.

19. Package B Weighbridge and load records

The Port Latta weighbridge will remain operational and will record outgoing loads. DWM also records waste cartage vehicles through its receiving weighbridge. Council intends to reconcile outgoing and incoming records.

For each load, the Contractor must provide or enable Council to obtain:

- date and time of departure from Port Latta;
- vehicle and trailer/container identification and registration;
- Port Latta gross, tare and net weight or ticket reference;
- date and time of arrival at DWM;
- DWM weighbridge ticket/reference and recorded net weight where available;
- confirmation of acceptance at DWM;
- details of any rejection, delay, incident or discrepancy.

20. Waste containment and cleanliness

Transport units must be designed, maintained and operated to prevent waste, litter, dust, leachate or other liquids escaping during loading interface, transport or unloading. Covers, doors, tailgates, floors, seals and containment systems must be maintained in effective condition.

The Contractor is responsible for promptly cleaning any waste or contamination arising from its equipment or transport operations and for managing spills in accordance with law and Council/DWM requirements.

21. Heavy vehicle and Chain of Responsibility compliance

The Contractor must comply with the Heavy Vehicle National Law as applied in Tasmania and all associated requirements relating to mass, dimension, load restraint, vehicle standards, fatigue, speed and Chain of Responsibility. Tenderers must describe their compliance system in Schedule L.

The Contractor must not request, encourage or permit Council staff to load a vehicle beyond any lawful or safe limit. Drivers retain responsibility to confirm the vehicle can lawfully depart before leaving Port Latta.

22. Work health and safety

The Contractor must comply with applicable Tasmanian work health and safety legislation and Council site requirements. All Contractor personnel attending Port Latta must complete Council/site induction requirements and comply with traffic, exclusion-zone and loading-area controls.

The Contractor must provide a Safety Management Plan or equivalent before Service Commencement and maintain task-specific risk assessments / safe work procedures relevant to its activities.

23. Environmental management

The Contractor must perform the services so as to prevent environmental harm and nuisance. This includes controlling litter, spills, leaks, noise and vehicle-related impacts and immediately responding to any loss of load or release from Contractor equipment.

24. Communications and service management

The Contractor must nominate a primary contract contact, dispatch contact and after-hours emergency contact. Council must be able to communicate call-offs and service changes reliably during normal operating hours.

Council and the Contractor will review service performance at least quarterly during the initial term and before any extension decision.

25. Invoicing and reporting

The Contractor may invoice monthly in arrears. Each invoice must identify each loaded transport movement, applicable rate, dates, vehicle/trailer details and supporting load/weighbridge references. Fixed availability charges and approved variations must be separately identified.

Council may withhold certification of disputed charges until adequate supporting information is provided.

26. Key performance indicators

KPI	Required outcome
Continuity of service	No interruption to operations attributable to inadequate Contractor transport capacity.
Response	Collections/replacements within the accepted Guaranteed Response Time, subject to agreed exceptions.
Containment	No loss of waste, litter or liquids from Contractor equipment.
Compliance	No material breach of heavy vehicle, WHS, environmental or receiving-facility requirements.
Records	Complete load and invoice records provided with each monthly claim.
Incident reporting	Immediate notification and written report within 24 hours for material incidents.

PART E - APPENDICES

Appendix	Document
Appendix A	TAS292 Rev B - 100% Design - Port Latta Interim Waste Loading Facility (issued as separate PDF)
Appendix B	Circular Head Council Code of Conduct / relevant contractor requirements (reference or attach current controlled version)