



# Supplier Request Inclusion in Product Manual

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## Supplier/Company Details

Supplier/Company Name:

Mailing Address:

ABN:

Phone:

Email:

Web Address:

Contact Person:

Position:

Phone:

Mobile:

Email:

## Guide to filling in this form

This form will be used to evaluate your product and Company against competitors. Not every question has to be answered, but the more information that is provided the better we can use this to evaluate between products. You can enter information electronically and email the form back to the person who sent it to you. They will then pass it on to the Product Advisory Team for evaluation at their next meeting. Meetings are held 4 times a year. You will be informed of the outcome and the reasons for this.

### 1. Company Profile

a. Provide a history of the Company, including age and any previous Company names if relevant and number of employees.

b. Provide a history of the Company, including age and any previous Company names if relevant and number of employees.

### 2. Product to be assessed

a. Provide a brief description of the product type to be assessed. You will get a chance further in the document to provide a detailed description.

### 3. Product usage

a. Provide examples of your product currently installed within GVW and their performance.

b. Provide examples of approved installations currently within other Water Corporations and their performance.

c. Is your product on the product catalogue or preferred equipment list of City West Water or other Water Corporations.

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### 4. Detailed Description

a. Provide a detailed description of the specific product offered. Requests for groups of items will not be accepted.

b. What makes your product more attractable to GVW over your competitors? What are the advantages or specific benefits and provide evidence.

c. Please provide a picture of the product (213 x 250 ratio).

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## 5. Equipment Suitability

a. What primary applications can this product be used in?

b. What secondary applications can this product be used in?

c. What working environments are these products suitable for? e.g. wastewater, sewer, water, hazardous areas, etc.

d. How is the design of this product suited to its intended use?

e. Is this product designed for ease of maintenance? Provide examples.

f. What sizes, ranges and accessories are available?

g. Are you prepared to offer a trial unit for a 12 month evaluation?

h. Does the product have Australian Standard and MEPS compliance and WSAA approval? Provide details.

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## 6. Spares

a. What spare parts are held for this product?

b. Where are spare parts held and what are the delivery timeframes?

c. What spare parts do you recommend GVW keep?

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## 7. Service

a. *Where are service technicians and your workshop based and where are the service technicians costed from for field visits? e.g. workshop located in Sydney and technician visits costed from Melbourne.*

b. Provide details of your workshop including number of employees and their relevant experience.

c. What are the maintenance intervals for this product and who carries them out?

d. What is the turnaround time for a service technician to visit the site?.

e. Is out of hours service and/or phone contact available? Provide details.

f. What consumables (i.e. oils, lubricants, reagents) does this product require?

g. What is the availability and cost of the consumables?

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## 8. OHS

a. Provide examples of how this product improves OHS for GVW operators?

b. What is the operating noise level for this product?

c. Does your Company comply or is certified to any OHS certification schemes?

d. Has your Company or any predecessor companies been convicted of an offence by Workcover? If yes, provide details.

e. Do you have a risk assessment for this product? If yes, please provide a copy.

f. Is there a MSDS for this product? If yes, please provide a copy.

## 9. Environmental

a. What is the energy/water consumption and ratings for this product?

b. Can this product be recycled and how is this to be conducted, e.g. return to supplier or recycling plan. If it is recycling plant provide details. What is its % recyclability?

c. Does your Company comply or is certified to any environmental certification schemes? e.g. ISO 14001

d. Has your company or any predecessor companies been convicted of an offence b EPA? If yes, provide details?

e. Provide details of Life Cycle Assessments for your product?

f. What waste products does this product generate during usage and/or servicing? How should these wastes be disposed of or recycled?

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## 10. Warranty

a. What is the length of the warranty?

b. What is the extent of the warranty and what does it specifically exclude?

c. Provide details of life cycle costing over the warranty period.

## 11. Costs and Delivery

a. What is the cost for a base model (ex GST)?

b. What is the delivery timeframe from receiving a GVW purchase order?

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## 12. References

a. Provide industry specific references for this product, including contact details.

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## 13. Comments

a. Provide further comments on the product.