STEP 1: REQUEST TO CONTRACTOR – CUA ELC 2012

**TO:** Alinta Sales Pty Ltd / Electricity Generation & Retail Corp (T/A Synergy) / Perth Energy Pty Ltd / Change Energy Pty Ltd

(Check the appropriate boxes  and complete the information for each section below)

**Request for Quote:** This is in accordance with Schedule 6 ‘Buying Rules’ of CUA ELC 2012. Consent is given to the Contractor to obtain electricity usage profiles from Western Power for the customer sites below. The Contractor shall provide complete price details for the Services requested below. Contractor to forward this form with quoted prices electronically to the Customer.

**Order:** The Customer accepts the Offer and submits this Order Form in accordance with the Head Agreement of CUA ELC 2012.

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| **Order Number:** | If Order, enter PO number, otherwise RFQ number. | **Date:** Enter date here e.g. 14 June 2024 |

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| **Customer Contract Term** | **2 Years** | **Commencement date:**  Enter date here e.g. 1 July 2024 | **End date:**  Enter date here e.g. 30 June 2024 |
| **Retail Electricity Services Requirements**   * 50 MWh to 160 MWh per annum for small end-user sites rates as provided under Category A. * **Specify site name, address, NMI, meter no, estimated usage per annum, pricing type required and any comments** | | | |

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| 1. **Bundled Pricing** quotations are required for the sites below: 2. Estimated annual usage and pricing type is provided in the table below. Respondents shall verify correctness of all NMI information and annual usage consumption estimates when providing the quotes.  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Site Name** | **Site Address** | **NMI** | **Meter No.** | **Total annual Peak kWh** | **Total annual Off- Peak kWh** | **Comments** | | West Perth Office | 33 Castle St, Willetton, WA 6155 | 8001790517 | 0148004482 |  |  |  | | Head Office | 2 Kings Street, Perth, WA 6000 | 8001010766 | 450M15161 |  |  |  | | Hyde Depot | 24 Hutton St., Perth, WA 6000 | 8001790518 | 0148004483 |  |  |  | |  |  |  |  |  |  |  |   OPTIONAL STATEMENTS (Delete where required):   * The site(s) has an installed Solar PV system of XXX MWh * The site(s) intends to install a Solar PV system of XXX MWh in MONTH/YEAR * The site(s) requires an energy buyback rate for its installed Solar PV system.   Please provide this rate: \_\_\_\_\_ Cents / kWh |

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| **Renewable/Green energy - provide c/kWh rate for Renewable/Green Energy** | |
| c/kWh rate for Renewable/Green Energy (GST Exclusive) | Cents / kWh:  (Excluding distribution and transmission loss factors) |

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| **Site Specific Requirements** [Specify Health and Safety, Transitioning, Timelines, Security Requirements etc, if applicable] |
| Example: (delete these if not applicable)  1. Health and and Safety and Security requirements is available at our website at www.xxx.xxx.etc.  2. Include any supplementary requirement if required. |

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| **Invoicing & Payment** [Specify all invoicing instructions] | Customer will pay invoice:  **As per Head Agreement**  within **\_\_\_\_ days as negotiated** |
| Example: (delete these if not applicable). Refer to the Buyers Guide for information on the supplier payment terms and invoicing.  1. All invoices are to be mailed electronically to No 11, Street Name, Perth, WA 1234 (Attn: Mr. Joe Bloggs). Separate invoices are to be provided for each site.  2. Include any supplementary information or negotiated agreement if required. Remove this text and any lines not used. Above are examples only. | |

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| **Other Requirements, Terms and Conditions** |
| Example:   1. Please provide quotes for the sites above by 14:00 hours (WST), 21 June 2013 to Joe Bloggs, email: ……., tel: …… 2. Remove this text and any lines not used. Above are examples only. |

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| **Department:** NAME OF DEPARTMENT |  |  |
| **Authorised Purchaser:** PURCHASER NAME | **Signature:** | **Date:** 15-May-13 |
| **E-mail:** EMAIL OF AUTHORISED PURCHASER | **Fax number:** Facsimile Number | **Phone number:** Telephone Number |

**STEP 2: CONFIRMATION BY CONTRACTOR**

**TO:** AUTHORISED PURCHASER **CC:** NAME OF CUSTOMER / DEPARTMENT

Quoted prices attached.  Negotiated prices attached.  Purchase Order confirmed received.

Other details attached: SPECIFY DETAILS OF ATTACHMENT AND INFORMATION AS REQUIRED.

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| **Supplier:** NAME OF SUPPLIER |  |  |
| **Name:** SUPPLIER REPRESENTATIVE NAME | **Signature:** | **Date:** 20-Jun-13 |
| **E-mail:** EMAIL OF SUPPLIER REPRESENTATIVE | **Fax number:** Facsimile Number | **Phone number:** Telephone Number |

QUOTED PRICE ATTACHMENTS (For Supplier to quote prices, attach and return to requesting Customer)

**Table 1**

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| **Agency Name:** (NAME OF DEPARTMENT) | | **NMI:** 8001790518 |
| **Agency Site Address:** 24 Hutton St., Perth, WA 6000 | | **Meter Number:** 0148004483 |
| **Bundled Pricing** | **GST Exclusive Rates tendered** | **Price Variation and notes** |
| **Retail Service Fee** per Calendar day per metered site, including supply, retail administration and reporting charges etc. | $        per day per metered site | The quoted $/day when multiplied with the total number of days in an electricity bill = the total Retail Service Fee on the electricity bill. |
| **On-Peak Energy Rate** | Cents / kWh: | Bundled rates |
| **Off-Peak Energy Rate** | Cents / kWh: |
| **Please disclose any other applicable charges and details.**  [E.g. new smart meter, minimum and maximum take, excess or shortfall charges in accordance with the agreed CUA ELC 2012 terms and conditions] | |  |
| **Description** | **Rate or quantity** | **Remarks and explanation** |
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Notes for Table 1:

1  Supplier to duplicate tables for each customer site with the relevant quoted rates.

2  Price variation will be in accordance with the Head Agreement provisions contracted with the Supplier.

3 Retail Service fee may be used interchangeably with the term ‘Supply Charge’ by some suppliers.

