

Uploading a Tender Response

Access the LG tender box website → www.lgtenderbox.com.au → *sign in*

QUEENSLAND LOCAL GOVERNMENT TENDERS

LG tender box

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July 13, 2010 11:32:04 EST

Welcome to LG tender box

Welcome to LG tender box, Queensland local government's online tendering web portal. LG tender box streamlines council procurement processes and provides a single point of entry for organisations wishing to do business with local government in Queensland.

Registered businesses can download tender documents, participate in tender forums and lodge electronic tender submissions. Once you have registered your business, go to 'Advanced Search' to save searches and set an alert to receive notifications of council opportunities that may be of interest to you.

For information on how to use LG tender box see this [user guide](#). [Forgotten password?](#)




New This Week

Closing on	Description	Issued By	Category
3 Aug, 2010	MBRC001356 Acquisition, removal and replacement of the demountable administration building at Petrie Depot	Moreton Bay Regional Council	Building and Construction Services

Your name and business name will now appear under the home tab

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July 13, 2010 11:29:06 EST

Rebecca Lloyd Local Buy Pty Ltd

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→ *Tenders* → *Current* to select the relevant tender.
Open the tender by clicking on the link

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Rebecca Lloyd Local Buy Pty Ltd Sign out July 13, 2010 12:31:05 EST

Current Tenders

This page lists all current open tenders. [help](#)

- [Building and Construction Services \(2\)](#)
- [Business Management, Information, Financial Management and Insurance Services \(2\)](#)
- [Civil Engineering and Construction \(2\)](#)
- [Cleaning Products and Services \(4\)](#)
- [Grounds Maintenance \(1\)](#)
- [Plant Machinery \(2\)](#)
- [Road Maintenance Services \(1\)](#)
- [Sports and Recreational Equipment, Supplies and Accessories \(1\)](#)
- [Trucks \(1\)](#)
- [Waste Management Goods and Services \(1\)](#)

Closing on	Description	Issued By
21 Jul, 2010	MBRC001348: Panel of Service Providers - Various Commodities	Moreton Bay Regional Council
3 Aug, 2010	MBRC001356: Acquisition, removal and replacement of the demountable administration building at Petrie Depot	Moreton Bay Regional Council

Category: Business Management, Information, Financial Management and Insurance Services

Closing on	Description	Issued By
13 Jul, 2010	ICC001377: Taxation Advisory / Compliance Services	Ipswich City Council
10 Aug, 2010	ICC001392: Ipswich Performing Arts Centre - Needs Analysis & Feasibility Study	Ipswich City Council

Select *Java Applet* or *Winzip* to enable upload of the tender documents

QUEENSLAND LOCAL GOVERNMENT TENDERS

LG tender box

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Rebecca Lloyd Local Buy Pty Ltd Sign out July 13, 2010 12:48:27 EST

Tender Specification Download

This page allows you to easily download tender specification documents from the LG tender box website to your computer. File downloads are coordinated by the use of standard HTML download technology, which does not require the use of the applet. [help](#)

This provides you with the choice of downloading using either an Applet or HTML method. Please select one of the download methods below:

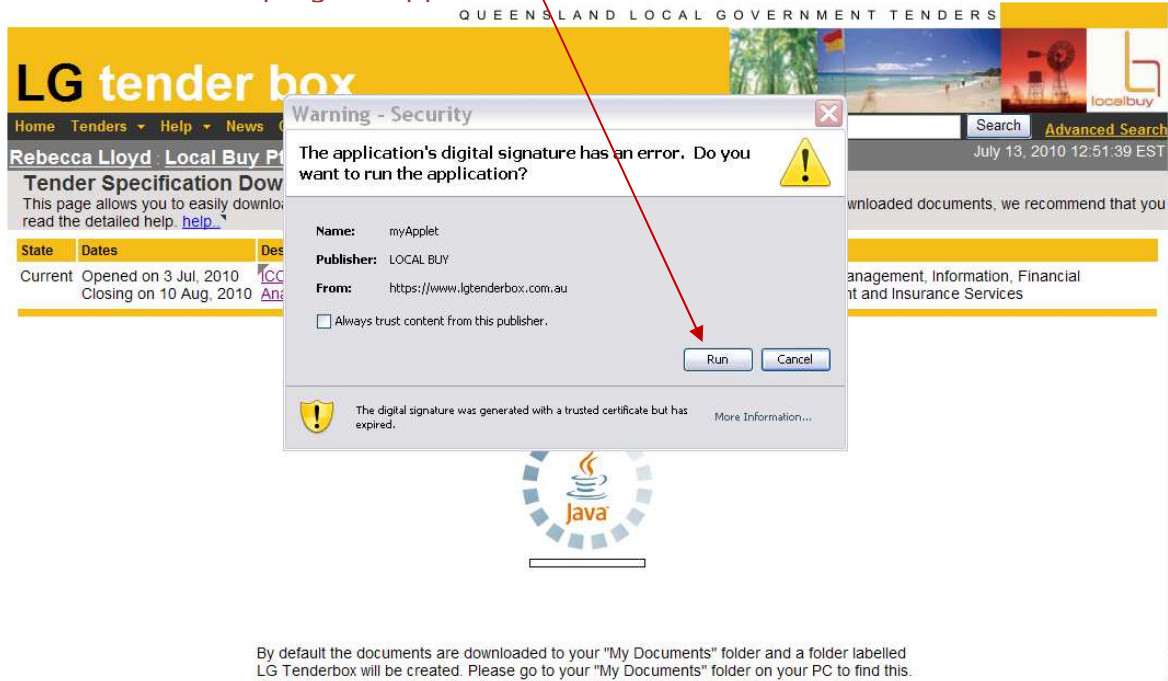
Java Applet Select this option if you have the Java Applet installed on your computer. For further information see the [Help / FAQ](#) page.

Winzip Select this option if you have WinZip installed on your computer. To install WinZip click on the following link [WinZip](#)

If you are having any difficulties or require assistance in downloading the tender documents, please contact:

Tenders Help Desk
Ph: 1800 779 027
Email: lg tenderbox@localbuy.net.au

→ Run the program application



QUEENSLAND LOCAL GOVERNMENT TENDERS

LG tender box

Home Tenders Help News

Rebecca Lloyd Local Buy Pty Ltd

Tender Specification Download

This page allows you to easily download tender documents. If you have downloaded documents, we recommend that you read the detailed help.

State	Dates	Description
Current	Opened on 3 Jul, 2010 Closing on 10 Aug, 2010	Management, Information, Financial and Insurance Services

Warning - Security

The application's digital signature has an error. Do you want to run the application?

Name: myApplet
 Publisher: LOCAL BUY
 From: https://www.lgtenderbox.com.au

Always trust content from this publisher.

Run Cancel

The digital signature was generated with a trusted certificate but has expired. More Information...

By default the documents are downloaded to your "My Documents" folder and a folder labelled LG Tenderbox will be created. Please go to your "My Documents" folder on your PC to find this. Otherwise you can click on "Browse" button and choose where to download your documents to.

Select the same program (*Java Applet* or *Winzip*) that you chose to download the tender documents.

→ Browse to choose a folder within your computer - where you saved the tender documents. Click *Go (Java)* or *Submit Response (Winzip)* to upload your tender response.



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Rebecca Lloyd Local Buy Pty Ltd Sign out

Submit Electronic Response

This page allows you to easily submit electronic tender responses. If this is the first time you are using this feature, we recommend that you read the detailed help.

State	Dates	Description	Issued By	Category
Current	Opened on 12 May, 2010 Closing on 15 Jul, 2010	MBRC001303: Caboolture Signature Project - Construction (selective)	Moreton Bay Regional Council	Civil Engineering and Construction



Upload From Folder

Look In: My Documents

File Name: C:\Documents and Settings\lmmcgrane\My Documents

Files of Type: All Files

Choose Folder Cancel

There is a 15 individual slot file limit if you are using Winzip.
 If there are more than 15 files, zip the folder and attach it.
 There is a 100MB total upload limit for all tender responses.

A file transfer box will appear showing the progress of your upload.
 Check that the files uploaded are the files that you wish to submit and
 that the files contain the correct amount of data according to the bytes

Electronic Response Confirmation
 This page confirms that your response to the selected tender has been successfully received and processed. Please double check that the listed documents contain all the documents that you intended to submit as part of your response. [help.](#)

State	Dates	Description	Issued By	Category
Current	Opened on 16 Jan, 2007 Closing on 26 Jan, 2007	LB000040:Tender for Office Supplies	Local Buy Pty Ltd	Advertising and Media Services

You successfully submitted an electronic response to the tender shown above.

Your response receipt number is: **22**. The response was submitted on 16 Jan, 2007 10:42 AM.

You have uploaded the following files:

- My Documents\gTenderBox\TTLCO12965-Specifications\Backup1-Tender Requests.xls (20992 bytes)
- My Documents\gTenderBox\LB000014-Specifications\Introductory Page and Letter.doc (62976 bytes)
- My Documents\gTenderBox\LB012998-Specifications\Backup1-subcat.xls (55808 bytes)
- My Documents\gTenderBox\Advertisement.doc (19968 bytes)
- My Documents\gTenderBox\TTLCO12965-Specifications\Backup1-Tender Open Details.doc (40448 bytes)
- My Documents\gTenderBox\LB013007-Specifications\Advert.doc (26624 bytes)
- My Documents\gTenderBox\LB000014-Specifications\Advert Workwear (final).doc (30208 bytes)
- My Documents\gTenderBox\Advice of new tender to potential suppliers.doc (56320 bytes)
- My Documents\gTenderBox\LB012998-Specifications\subcat.xls (55808 bytes)
- My Documents\gTenderBox\TTLCO12965-Specifications\Backup1-PriceSchedules.xls (43008 bytes)
- My Documents\gTenderBox\LB000014-Specifications\Attachment Maps.doc (303104 bytes)

Confirmation of your response has been emailed to you at dvayro-wright@localbuy.net.au.

If the files are not correct, or files are missing, re-submit the entire tender response by clicking on the tender link again and uploading the correct files.
 When the tender upload is complete, it will close and a confirmation screen will appear including a receipt number.

A copy of the confirmation will be sent to the email address that you used to sign in. Keep the email confirmation, as this contains the date and time your submission was made and the files that were submitted.

If you do not receive a confirmation on the screen or by email, you have not successfully submitted your response. Submit your entire tender response again or contact the helpdesk on 1800 779027 for assistance.

If you submit your response, and forget to upload additional documents, you are required to upload all tender documents again with the additional information attached. The last file upload will be taken as the final tender response.

No further information can be entered once the tender has closed.