Short Form Invitation to Offer

Contract No: TEN/0285
For
Supply of Vacuum Vessel
Part 1

Closing Date: 2.00 pm Tuesday 26 September 2017
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1 Agreement to be bound by Invitation to Offer (ITO)

In consideration of Council:
(a) inviting the Respondent to submit an Offer for the Supply; and
(b) agreeing to receive each Offer submitted by the Respondent in accordance with, and subject to, this ITO,
the Respondent agrees to be bound by this ITO.

2 Definitions

In this ITO:
- Closing Date for Enquiries means the date and time specified in clause 4 or such other date as may be determined by Council.
- Closing Time means the date and time specified in clause 4 or such other date as may be determined by Council in accordance with this ITO.
- Conforming Offer means an Offer that complies with clause 17.1.
- Council means Bundaberg Regional Council and includes where relevant any of its officers, employees, agents, advisers and representatives.
- Contract Conditions means the contract pursuant to which any successful Respondent will be engaged by Council to carry out the Supply, an indicative copy of which is included or referred to in this ITO, or otherwise provided by Council prior to the Closing Time.
- E-Procurement Platforms means the e-procurement tools and platforms used by Council for this ITO.
- ITO means the documents issued by Council inviting Offers for the carrying out of the Supply, including the Scope and Specification, the Contract Conditions, this Invitation to Offer, the Returnable Schedules and any addenda issued by Council.
- Legislative Requirements includes:
  - acts, regulations, by-laws, ordinances, orders, awards and proclamations of the Commonwealth, the State or Territory or the local government applicable to the Supply;
  - certificates, licences, consents, permits, approvals and requirements of organisations having jurisdiction in connection with the carrying out of the Supply; and
  - fees and charges payable in connection with the foregoing.
- Offer Lodgement Process means the E-Procurement Platform or the Nominated Email Address, as specified in clause 4.
- Nominated Email Address means the email address used by Council for this ITO.
- Non-Conforming Offer means an Offer that is not a Conforming Offer.
- Offer means an offer submitted by a Respondent in accordance with this ITO and may include a Non-Conforming Offer.
- Policies and Plans means Council’s published policies and plans which may be amended from time to time, including those published on www.bundaberg.qld.gov.au/council/councildocuments/policies.
Price means the rates or prices specified in the Respondent’s Offer for which the Respondent offers to carry out the Supply. All Prices in the Respondent’s Offer must be GST exclusive.

Procurement Process means the process of inviting Offers for the carrying out of the Supply, the Respondent’s preparation and submission of an Offer, communication between the parties in relation to this ITO and/or an Offer, the evaluation of Offers and the subsequent acceptance or rejection of Offers.

Respondent means the person, company or other entity that participates in the Procurement Process, whether or not they submit an Offer.

Returnable Schedules means any schedule marked as a ‘Returnable Schedule’ which must be completed by the Respondent and submitted with its Offer.

Scope and Specification means the document created by or on behalf of Council and included in Schedule 1 of this ITO setting out the Supply which may be required to be carried out by the successful Respondent.

Site means the site or sites at which the Supply is to be delivered, performed or be carried out.

Supply means the goods, services and works, as applicable, that: are being procured pursuant to this ITO, as described in the Scope and Specification.

3 Interpretation

In this ITO:

(a) the singular includes the plural and vice versa and a gender includes other genders;

(b) a reference to a party is to be construed as a reference to a party to this ITO and includes its successors and permitted assigns;

(c) if a Respondent comprises two or more parties, their obligations and liabilities under or arising out of this Procurement Process will be joint and several;

(d) a reference to an item in a clause, schedule, annexure or appendix is a reference to an item in the clause or schedule, annexure or appendix to this ITO and references to this ITO include its schedules and any annexures;

(e) where a word or phrase is given a particular meaning, other parts of speech or grammatical forms of that word or phrase have corresponding meanings;

(f) a reference to a document or agreement (including this ITO) includes a reference to that document or agreement as amended, novated, supplemented, varied or replaced from time to time;

(g) in the interpretation of this ITO, headings are to be disregarded;

(h) no rule of construction or interpretation applies to the construction or interpretation of this ITO to the disadvantage of Council on the basis that Council prepared this ITO or any part of it;

(i) a reference to legislation or to a provision of legislation (including subordinate legislation) is to that legislation as amended, re-enacted or replaced, and includes any subordinate legislation issued under it; and

(j) the words ‘including’ and ‘includes’ and any variants of those words, will be read as if followed by the words ‘without limitation’.
4  Timetable

The following timetable is indicative only and may be amended at any time in the absolute discretion of Council:

<table>
<thead>
<tr>
<th>Action</th>
<th>Time / Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>ITO released / Date of</td>
<td>Saturday, 2 September 2017</td>
</tr>
<tr>
<td>advertisement</td>
<td></td>
</tr>
<tr>
<td>Closing Date for Enquiries</td>
<td>[4.00 pm (Australian Eastern Standard Time) on Wednesday 20 September 2017]</td>
</tr>
<tr>
<td>Offer Lodgement Process</td>
<td><a href="http://www.lgtenderbox.com.au">www.lgtenderbox.com.au</a></td>
</tr>
<tr>
<td>Closing Time</td>
<td>2.00 pm (Australian Eastern Standard Time) on Tuesday 26 September 2017</td>
</tr>
</tbody>
</table>

5  Enquiries

(a) If the Offer Lodgement Process is an E-Procurement Platform, any enquiries by Respondents are to be posted to the E-Procurement Platform’s ‘Online Forum’ by the Closing Date for Enquiries. All enquiries and responses may be viewed by other Respondents.

(b) If the Offer Lodgement Process is a Nominated Email Address, any enquiries by Respondents are to be emailed to the Nominated Email Address by the Closing Date for Enquiries.

(c) Council reserves the right not to respond to any enquiry, but Council will use reasonable endeavours to do so.

(d) Without limiting clause 1.1(b), Council will not respond to any enquiries after the Closing Date for Enquiries.

6  Lodgement of Offers

(a) Offers must be submitted electronically via the Offer Lodgement Process.

(b) If the Offer Lodgement Process is an E-Procurement Platform, Respondents must be registered with the relevant E-Procurement Platform. Respondents must register and open an account on the relevant E-Procurement Platform to submit an Offer.

(c) An Offer lodged with or received by Council after the Closing Time is deemed to be Non-Conforming Offer.

(d) Any Offer lodged remains valid and binding upon the Respondent for a period of 90 days from the Closing Time and then remains available for acceptance by Council until withdrawn by the Respondent or Council concludes the Procurement Process.

7  Conforming Offer and Non-Conforming Offer

7.1  Conforming Offer

To be considered to be a Conforming Offer, an Offer must:

(a) be for the Supply specified in the Scope and Specifications;

(b) contain completed Returnable Schedules;

(c) include any other information required in this ITO and the Returnable Schedules;
(d) strictly comply with the Contract Conditions and the Scope and Specification with no departures; and
(e) in all other respects comply with this ITO and all applicable Legislative Requirements and Policies and Plans.

7.2 Non-Conforming Offer

(a) An Offer that does not comply with clause 7.1 (including an Offer that contains any deviations from the Contract Conditions) is a Non-Conforming Offer.
(b) Council may, but is not bound to, consider or accept a Non-Conforming Offer.

8 Council’s discretion

(a) Council may, at any time prior to the acceptance of an Offer, modify or clarify any provision or part of this ITO by issuing a written addendum to all Respondents. The Respondent must acknowledge receipt of any written addenda in its Offer, listing all addenda received.
(b) Council is under no obligation to:
   (i) review, evaluate or consider any Offer submitted;
   (ii) accept the lowest Offer;
   (iii) accept any Offer; or
   (iv) negotiate or sign a contract for the Supply with any Respondent.
(c) Without limiting any other term of this ITO, Council may, at any time prior to the acceptance of an Offer, accept or reject any Offer (including rejecting all Offers in order to reissue this ITO), annul the Procurement Process, or terminate the Procurement Process, without any obligation to inform the Respondents of the grounds for Council’s action or inaction.
(d) Council may, in its absolute discretion, do any one or more of the following:
   (i) request clarification or additional information from any Respondent;
   (ii) provide additional information to any or all Respondents;
   (iii) invite all Respondents to change their Offer to take account of a change in any regard concerning Procurement Process, including to the Scope and Specifications;
   (iv) discontinue, or exclude participation by any Respondent in, the Procurement Process or discontinue negotiations with any Respondent;
   (v) proceed to negotiate with one or more Respondent or a third party without any obligation to notify other or any Respondents that it is so proceeding;
   (vi) enter into discussions with one or more Respondents or a third party, including as to their Price;
   (vii) change the structure or any of the terms and procedures relating to the Procurement Process (including the Closing Time);
   (viii) suspend, reinstate or decide not to proceed with the Procurement Process and not accept any Offers and/or enter any contract for the Supply;
   (i) enter into any contract for the Supply with any third party or perform the Supply itself;
(i) do any other act or thing that it sees fit in relation to this Procurement Process; and

(ii) vary the Contract Conditions and/or the Scope and Specifications.

(b) An Offer is deemed to be accepted by Council only when Council provides to a Respondent a letter of award.

9 Warranties

(a) In submitting an Offer, the Respondent warrants that it has carried out all relevant investigations (including of the Site and its surrounds (if applicable) and whether or not the Respondent has availed itself of any opportunity to inspect the Site or otherwise) and has examined and acquainted itself with and satisfied itself concerning:

(i) the contents of this ITO and its completeness, currency and accuracy;

(ii) all information which is relevant to the risks, contingencies and other circumstances which could affect the Offer or its carrying out of the Supply;

(iii) the accuracy, completeness and sufficiency of the Offer; and

(iv) the appropriateness and sufficiency of the Price and timeframes offered by the Respondent in its Offer to carry out the Supply.

(b) In submitting an Offer (and for each day during the Offer validity period specified in clause 17.1(d)), the Respondent further warrants:

(i) the accuracy of all information provided by the Respondent in its Offer;

(ii) that it has all necessary experience, skill and resources to perform and carry out its obligations in accordance with this ITO and its Offer;

(iii) that, unless its Offer contains any deviations from the Contract Conditions, it is willing to accept the contractual terms and conditions of Council as contained or described in this ITO;

(iv) that it is able to commence and carry out the Supply if required by Council; and

(v) that its Offer complies with all applicable Legislative Requirements and Policies and Plans.

10 Information required after opening of Offers

The Respondent must provide, after the opening of Offers, any additional information which may be requested by Council for evaluation of the Offer or Respondent.

11 Evaluation criteria

(a) Evaluation of Offers will be generally in accordance with the requirements of the Local Government Act 2009 (Qld) and its regulations.

(b) Without limiting clause 17.1(a), factors which will be taken into consideration by Council in evaluating Offers and Respondents include:

<table>
<thead>
<tr>
<th>No</th>
<th>Criteria</th>
<th>Weighting (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Value for money</td>
<td>60</td>
</tr>
<tr>
<td>2</td>
<td>Project History including references</td>
<td>20</td>
</tr>
<tr>
<td>3</td>
<td>Technical Considerations</td>
<td>10</td>
</tr>
<tr>
<td>4</td>
<td>Delivery Period</td>
<td>10</td>
</tr>
</tbody>
</table>
12 Reliance by Respondent

(a) Council does not make any representations, express, implied or inferred, or provide any undertakings to Respondents other than to invite them to submit an Offer. Any information supplied to a Respondent in this ITO or otherwise in subsequent oral or written communication by or on behalf of Council (including at any Site visit or briefing) is provided to the Respondent for convenience only and may not be complete, up to date or accurate.

(b) The Respondent must not rely upon any matter disclosed or representation, warranty or statement (oral or otherwise) made to the Respondent by Council, whether in this ITO or otherwise, and must make and rely solely upon its own independent investigation, judgment and assessment of any such matter or representation.

(c) The Respondent must carefully review this ITO and all documentation and all other material provided and must make any enquiries which the Respondent considers necessary or desirable to verify the information and materials contained in this ITO or in any subsequent oral or written communication or material.

(d) The Respondent releases Council from any cost, expense, loss or damage, or any liability arising from any claim, suit, demand, proceeding or action which, but for this ITO, the Respondent had or may have had against Council in respect of any matter disclosed or not disclosed, statement, representation or warranty (oral or otherwise) made or not made to the Respondent by Council.

13 Compliance

(a) The Respondent must prior to lodging any Offer, obtain or procure any approval, qualification, registration or licence required to be held by the Respondent to enable it to lawfully lodge any Offer, enter into the contract for the Supply and carry out the Supply.

(b) The Respondent warrants that:

(i) neither the Respondent nor any of its employees, officers or agents nor any other party on its behalf had any knowledge of the Price or Offer of any other Respondent prior to submitting its Offer nor has the Respondent disclosed to any rival Respondent its Price or any part of its Offer;

(ii) neither the Respondent nor any of its employees, officers or agents nor any other party on its behalf have entered into any contract, arrangement or understanding having the result that on having its Offer accepted, the Respondent will pay to any unsuccessful Respondent any moneys or other reward in respect of or in relation to the Offer; and

(iii) the Offer is a genuine and competitive offer.

14 Conflicts of interest

(a) If, at any time, an actual or potential conflict of interest arises for any Respondent, that Respondent must immediately notify Council in writing of that conflict of interest.

(b) If a Respondent notifies Council of an actual or potential conflict of interest, or Council becomes aware of the existence of an actual or potential conflict of interest, Council may, in its absolute discretion:

(i) enter into discussions to seek to resolve such conflict of interest;
(ii) cease further consideration of and disregard the Offer lodged by that Respondent; and/or

(iii) take any other action, as it considers appropriate.

(c) Any Respondent who directly or indirectly canvasses support from an elected member, employee or agent of Council will be disqualified and any Offer submitted will not be considered.

15 **Respondent’s costs**

Council is not liable to the Respondent for any costs, expenses, losses or damages, howsoever arising which a Respondent incurs or becomes liable for in relation to, or in connection with, the preparation of an Offer, any representations, statements or warranties by or on behalf of Council, the participation in the Procurement Process, including submission of an Offer, subsequent clarifications to an Offer, submissions after lodgement of an Offer (whether or not that submission is required by Council), or any other part of the Procurement Process (including this ITO) and the Respondent releases Council from any such claim whatsoever and howsoever brought. Each Respondent participates in this Procurement Process at its own risk.

16 **Privacy**

In relation to any Personal Information (as defined in the *Privacy Act 1988* (Cth) (*Privacy Act*)) provided by a Respondent in connection with its Offer, the Respondent warrants to Council that:

(a) the Respondent has obtained the consent of each individual about which any Personal Information is provided; and

(b) the Respondent has ensured, or will ensure, within the time required by the Privacy Act, that it has complied with the Privacy Act in relation to each individual about whom any Personal Information is provided.

17 **Use of information**

17.1 **Council’s property**

(a) All Offers submitted by a Respondent become the property of Council and will not be returned to the Respondents.

(b) This ITO and all documents, information, drawings, specifications, technical information and other material and information provided to a Respondent (whether before or after the issue of this ITO):

   (i) remain the property of Council;

   (ii) must only be used for the purpose of preparing an Offer and for no other purpose;

   (iii) must not be disclosed to any person other than to a person who is assisting the Respondent in preparing its Offer; and

   (iv) must be returned by an unsuccessful Respondent to Council within 7 days of being requested to do so by Council.
17.2 Intellectual property
(a) All intellectual property rights which exist in information contained in this ITO or any related material will remain the property of Council but the Respondent is permitted to use that information and material for the purpose only of compiling its Offer.
(b) Each Respondent licences Council to copy, adapt, amend, disclose or do anything else necessary (in Council's absolute discretion) to all material (including that which contains intellectual property rights of the Respondent or other persons) contained in its Offer for the purpose of Council's evaluation of that Offer and the Respondent, negotiating any contract for the Supply with the successful Respondent and the Procurement Process generally.

17.3 Confidential information
(a) Subject to clause 117.3(b), the Respondent must keep confidential all documents in connection with its Offer (including this ITO), the matters discussed with Council in connection with the Procurement Process and the Respondent’s Offer, all correspondence in connection with the Procurement Process and the Respondent’s Offer and any other information obtained by the Respondent in the course of or in connection with the Procurement Process.
(b) The Respondent must obtain the prior written consent of Council to disclose any information referred to under clause 117.3(a).

18 Late Offers
Offers lodged with or received by Council after the Closing Time are deemed to be late and will be opened and registered separately. Council may, but is not bound to, consider or evaluate a late offer.

19 Governing law and jurisdiction
This Procurement Process is governed by the laws in force in Queensland. Each party irrevocably submits to the exclusive jurisdiction of the courts of Queensland and the courts of appeal from them.
VACUUM VESSEL TECHNICAL SPECIFICATION

1. BACKGROUND

The Bundaberg Regional Council (BRC) is in the process of designing and constructing Stage 1 recommended works to extend the existing Woodgate Vacuum Sewerage System, which involves the construction of a new Vacuum Pump Station (VPS2) together with other vacuum collection system infrastructures.

A vacuum vessel is required for the new Vacuum Pumps Station (VPS2) to collect sewage flows from vacuum sewer pipelines being discharged to vacuum station, and then to be forwarded through a pressure main by sewage discharge pumps. Air in the upper part of the vessel is in turn being evacuated by vacuum pumps, which induce and maintain vacuum in the vacuum vessel and pipe system. The sub-contract is for the supply of new vacuum vessel.

2. SCOPE OF WORKS

The scope of works is to supply one (1) vacuum vessel for the new Vacuum Pump Station (VPS2).

2.1 Work Included

The following is the description of the general scope of works included in this sub-contract:

- Design of vacuum vessel including
- Manufacture of vacuum vessel.
- All support structures and holding down bolts necessary for the secure installation of the vacuum vessel.
- Rectification of defects during the defects liability period.
- All internal piping and external nozzles.
- Factory testing.
- Packaging and delivery to site.
- Provision of documents and drawings to include interface & arrangement; design & operational; general details & subassembly; I&E details; calculation & performance data; handling, installation & pre-commissioning; manufacturing & quality procedures; maintenance & spares data; performance & design; test & inspection; renewable test & calibration data; materials engineering data; material certificates; manuals; as necessary during tender, post-award, final design and as-constructed stages.
2.2 Work Excluded
The following scope of works is not included in this sub-contract and will be carried out by others:

1. Concrete support structures
2. Unloading of the equipment from transport at site
3. Installation, site testing and commissioning of the equipment
4. Foundation bolts
5. Instrumentations

3. STANDARDS AND CODES
Equipment, materials and works shall be to:

- Council Approved Products Register QLD Government Legislation
  - Plumbing and Drainage Act;
  - Queensland Plumbing and Wastewater Code;

- SEQ Water Supply and Sewerage Design and Construction Code
  - Amendment to Vacuum Sewerage Code of Australia
  - Vacuum Sewerage Standard Drawings

- WSA 06-2008 Vacuum Sewerage Code of Australia

- Australian Standards

Note: Where Legislation and Codes are updated, reference should be made to the current version excluding Water Services Association of Australia (WSAA).
International standards shall be followed in the absence of relevant legislations, codes and standards as listed above; or not applicable or appropriate.

4. REFERENCE DOCUMENTS
The Vacuum Pump Station (VPS2) drawings can be found in Appendices. It is noted that these are conceptual and are made available for information only.

- Appendix A: BLDG-SK-04 Building Section
- Appendix B: BLDG-SK-03 Floor Plan
- Appendix C: Pressure vessel dimensional drawings
5. PERFORMANCE REQUIREMENTS

The vacuum vessel shall have a minimum internal diameter of 2m and length of 5m. The vessel shall be domed outwards with a maximum external length 5.6m to fit the building.

Operating vacuum air outflow is at 1472 m3/hr operating at a vacuum of -65 kPa. The pressure vessel shall accommodate the minimum pressure of full vacuum and for a maximum pressure of full water level, taking into account any expected transient conditions.

The equipment supplied shall be designed for a minimum asset life of 25 years.

The vacuum Vessel has to be designed with a design pressure of 100kPa gauge vacuum and a design temperature of 50°C.

6. TECHNICAL REQUIREMENTS

The vacuum vessel shall be designed, constructed, certified, inspected and tested in accordance with AS 1210 requirements, shall be horizontal cylindrical and manufactured with 316 stainless steel to ASTMA240M. After fabrication, pickle and passivate all internal welds in accordance with surface finish II(a) of AS/NZS 1554.6 and all external welds to surface finish III.

An alternative price to be provided for manufacture from steel to AS3678 - 2016 Gr 250. Internal and external to be sandblasted to AS1627-4 Class 3 followed by 500 microns ‘Wattyl Epinamel DTM 985’ with 40 – 70 µm surface roughness or similar.

All circumferential and longitudinal welds to be double-welded. Single V butt joints with 2 mm gap and root face and 60° bevel angle. All branch joints to be 6 mm fillet welds. Corrosion allowance of 1 mm.

Drill flanges to AS2129 Table D.

The design of the vessel shall be verified and registered by the relevant Statutory Authority.

Sewer inlets shall be provided with short radius elbows inside the vacuum vessel to direct inflow of sewage away from the vacuum suction, sewage discharge pump suction, and the vessel walls.

Lifting lugs and/or trunnions shall be provided for the vessel.

A DN600 access hole and cover shall be provided on the top of the vessel. The cover shall be provided with lifting lugs placed in the center of gravity so that the cover will not turn during removal.

The vessel shall be provided with offtake and intake pipes with flanges. Indicative locations of the pipes are shown on the attached plans. Actual locations of the pipe shall be confirmed with BRC as part of the shop drawings to be developed prior to manufacture.
The vessel shall be provided with sufficient number of ring stiffeners around the circumference, and shall be supported by two supports in the length of the vessel subtending at a minimum of 120-degrees shell circumference continuously on doubling plate ring around the circumference.

A graduated sewage level gauge fitted with a polycarbonate tube and stainless steel tube guard shall be provided on the vacuum vessel. It shall be also fitted with isolating and drain valves that are capable of being cleaned without detaching it from the vessel. A calibration chart showing volume versus depth of liquid shall be supplied.

Hydrostatically test each vacuum vessel in accordance with the testing procedures and reporting requirements contained in the relevant parts of Clause 5.10 of AS 1210.

A test report to be provided as per WSA06 – 2008 – 1.3.

The vacuum vessel must be able to fit into the layout of the Vacuum Pump Station (VPS2). Technical issues or concerns, discrepancies and clarification of requirements identified are required to be submitted in writing clearly describing the nature of the query, recommended solution, if known, to accommodate the vessel installation.

A nameplate manufactured shall be affixed, stamped or engraved with all minimum data as specified in AS 1210 including Statutory Authority Registered Design Number, Hazardous rating according to AS 4343 and the following information:

- Manufacturer’s name
- Model/type description
- Purchaser’s equipment tag number
- Serial number
- Design code and classification
- Design head
- Design pressure
- Design temperature
- Total weight
- Hazard level
- Date of manufacture, hydrotest pressure & date of test
Appendix A

Vacuum Pump Station Section
Appendix B

Vacuum Pump Station Layout
Appendix C

Pressure Vessel Dimensions
DRAFT ONLY

PRESSURE VESSEL INDICATIVE DIMENSIONS

SK-100