



RESPONSE SCHEDULES

Flood Damaged Roads Restoration

Zone 5 North and Zone 5 South

VOLUME 4 OF 4

**Tropical Cyclone Kirrily
January 2024**

ESC.0044.2324.U.REC

CONTRACT Nos.
Zone 5 North – ESC2024-041
Zone 5 South – ESC2024-042

Notice to Tenderer: Collection, Use and Disclosure of Information

1. Information Privacy

1.1 The Principal collects personal information and non-personal information in the Tender so that it can properly conduct the procurement process and otherwise carry out its functions as a local government authority. The Principal is authorised to collect this information under the Local Government Act 2009 (Qld) (**LGA**) and the Local Government Regulation 2012 (Qld). The information in the Tenderer's Tender will be accessible by employees of the Principal and third party personnel engaged to assist the Principal in conducting the procurement process or otherwise carrying out the functions of the Principal. Information in the Tender may also be disclosed in accordance with the Procurement Process Conditions and as required by law, including the Local Government Regulation 2012 (Qld) (**LGR**) and the Right to Information Act 2009 (Qld) (**the RTI Act**) as described below.

2. Publication and display of relevant details under Local Government Regulation

2.1 The LGR provides that the Principal must, as soon as possible after entering into a contractual arrangement worth \$200,000 or more (exclusive of GST) publish relevant details of the contract (including the person with whom the Principal has entered into the contractual arrangement, the value of the contractual arrangement and the purpose of the contractual arrangement) on the Principal's website and display relevant details of the contract in a conspicuous place in the Principal's office. The relevant details must be published or displayed in this manner for a period of at least 12 months.

2.2 The Principal may also be required to make documentation and information contained in, or provided by the Tenderer in connection with, a Tender (including documentation and information identified by the Tenderer as confidential) publicly available where that documentation or information is:

- (a) discussed in a local government meeting (as that term is defined in the LGA (**Local Government Meeting**));
- (b) included in a report or other document that:
 - (i) relates to an item on the agenda for a Local Government Meeting and is made available to councillors or committee members for the purposes of the meeting;
 - (ii) is directly relevant to a matter considered or voted on at a Local Government Meeting; or
 - (iii) is presented at a Local Government Meeting for the consideration or information of the local government or committee; or
- (c) otherwise required to be disclosed pursuant to a provision of the LGA or the LGR.

3. Disclosure under Right to Information Act

3.1 The RTI Act provides members of the public with a legally enforceable right to access documents held by Queensland Government agencies (including the Principal). The RTI Act requires that documents be disclosed upon request, unless the documents are exempt or on balance, disclosure is contrary to public interest. Information or documentation contained in or provided by a Tenderer in connection with a Tender is potentially subject to disclosure to third parties, including documentation and information identified by the Tenderer as confidential. Any application for disclosure will be assessed in accordance with the terms of the RTI Act.

3.2 Notwithstanding any other provision of the Tender Documents or a Tender, if a Tender is accepted, the Principal may publish on a Queensland Government website or by any other means, contract information including:

- (a) the name and address of the Principal and the successful Tenderer;
- (b) a description of the goods and/or services to be provided or works to be carried out pursuant to the contract;
- (c) the date of award of the contract (including the relevant stages if the contract involves more than one stage);
- (d) the contract value (including the value for each stage if the contract involves more than one stage and advice as to whether any non-price criteria were used in the evaluation of Tenders);
- (e) the procurement method used; and
- (f) for contracts with a value over \$10 million, the contract, or summary information in respect of the contract, between the Principal and the Tenderer.

Tender Overview and Checklist

The Tenderer is to attach this checklist and all of the documents and information stated in the table below, to its Tender. Tenders which do not include this checklist and all of the information below may be treated as a Non-Conforming Tender. Terms which are capitalised but not defined in these Response Schedules have the meaning assigned to them in the written request for tender documents which were issued or made available to the Tenderer with these Response Schedules.

Item	Included Yes ✓	Included No X
Tender Form	<input type="checkbox"/>	<input type="checkbox"/>
Schedule A – Tenderer Details, Conflict of Interest and Legal Matters	<input type="checkbox"/>	<input type="checkbox"/>
Schedule A1 – Tenderer Details	<input type="checkbox"/>	<input type="checkbox"/>
Schedule A2 – Tenderer’s Representative	<input type="checkbox"/>	<input type="checkbox"/>
Schedule A3 – Conflict of Interest	<input type="checkbox"/>	<input type="checkbox"/>
Schedule A4 – Legal Matters	<input type="checkbox"/>	<input type="checkbox"/>
Schedule B – Financial Details and Solvency	<input type="checkbox"/>	<input type="checkbox"/>
Schedule B1 – Financial Details of Tenderer	<input type="checkbox"/>	<input type="checkbox"/>
Schedule B2 – Solvency of Tenderer	<input type="checkbox"/>	<input type="checkbox"/>
Schedule C – Insurance	<input type="checkbox"/>	<input type="checkbox"/>
Schedule D – Business Profile (Local, Social and Sustainability)	<input type="checkbox"/>	<input type="checkbox"/>
Schedule E – Experience and Technical Capacity	<input type="checkbox"/>	<input type="checkbox"/>
Schedule F – Key Personnel, Subcontractors, Suppliers and Consultants	<input type="checkbox"/>	<input type="checkbox"/>
Schedule F1 – Key Personnel	<input type="checkbox"/>	<input type="checkbox"/>
Schedule F2 – Subcontractors, Suppliers and Consultants	<input type="checkbox"/>	<input type="checkbox"/>

Item	Included Yes ✓	Included No X
Schedule G – Resources	<input type="checkbox"/>	<input type="checkbox"/>
Schedule H – Management Systems	<input type="checkbox"/>	<input type="checkbox"/>
Schedule H1 – Work Health and Safety	<input type="checkbox"/>	<input type="checkbox"/>
Schedule H2 – Environmental Management	<input type="checkbox"/>	<input type="checkbox"/>
Schedule H3 – Quality Assurance	<input type="checkbox"/>	<input type="checkbox"/>
Schedule I – Work procedures and methodology	<input type="checkbox"/>	<input type="checkbox"/>
Schedule J – Local Content	<input type="checkbox"/>	<input type="checkbox"/>
Schedule K – Pricing and Cash Flow	<input type="checkbox"/>	<input type="checkbox"/>
Schedule K1 – Contract Works Pricing Schedule	<input type="checkbox"/>	<input type="checkbox"/>
Schedule K1 – Contract Works Pricing Schedule	<input type="checkbox"/>	<input type="checkbox"/>
Schedule K3 – Cash Flow Projection	<input type="checkbox"/>	<input type="checkbox"/>
Schedule L – Statement of Departures	<input type="checkbox"/>	<input type="checkbox"/>
Schedule M – Tender Program	<input type="checkbox"/>	<input type="checkbox"/>

Tender Form

Flood Damaged Roads Restoration
Zone 5 North and Zone 5 South

ESC0044.2324.U.REC

Contract Number: ESC2024-041 and ESC2024-042

TENDERER: [TENDERER TO INSERT CORRECT LEGAL ENTITY OF TENDERER]:

1. [TENDERER TO INSERT CORRECT LEGAL ENTITY OF TENDERER] lodges a Tender for the provision of Flood Damaged Roads Restoration in accordance with the Tender Documents, incorporating:
 - (a) the Request for Tender; and
 - (b) the following Addenda:
3. Acknowledges that it has read and understood the Tender Documents and in particular all of its obligations under, warranties given or to be given in, and representations made or to be made in the Tender Documents or any part of them; and
4. Acknowledges that this Tender remains valid and open for acceptance until the end of the Tender Validity Period.
5. Acknowledges that the tender is non-collusive and competitive with no knowledge of price or other offers of tenders submitted by competitors.

Signed for and on behalf of the Tenderer by:

Name: [TENDERER TO INSERT NAME OF SIGNATORY] _____

Position: [TENDERER TO INSERT POSITION OF SIGNATORY] _____

Signature: [TENDERER TO SIGN] _____

Date: [TENDERER TO INSERT DATE] _____

who warrants that they are duly authorised to sign for and on behalf of [TENDERER TO INSERT NAME OF TENDERER]

Note: The Tender Form is to be signed for and on behalf of the Tenderer by a person or persons having full authority to bind the Tenderer for the purposes of the Tender and evidence of such authority must be provided on request.

Schedule A – Tenderer Details, Conflict of Interest and Legal Matters

Schedule A1 – Tenderer Details

Please complete all details below.

Name of Tenderer

Head Office Address

Local Office Address (if applicable)

ABN or ACN

Trading As

QBCC Licence No. (if applicable)

QBCC Licence Category (if applicable)

Phone Number

Name of Directors

Name of Manager

Name of Secretary

Name of Parent Company

Names of Subsidiary and Associated
Companies

Is the Tenderer acting as a trustee of a Trust? Yes No

Name and Details of Tenderer's Trust*

Trust Name

Names and addresses of all of beneficiaries

* **Note:** The Tenderer is to include a copy of the trust deed, tick if attached: Yes No

Schedule A2 – Tenderer’s Representative

Please supply the details of the person who will be the Tenderer’s representative during the Procurement Process.

Name of Representative

Office Number

Mobile Number

Email address

Postal Address

Schedule A3 – Conflict of Interest

Will any actual or potential conflict of interest in the performance of the Tenderer’s obligations exist if the Tenderer is engaged to carry out the whole or part of the Scope during the Contract Term, or are any such conflicts of interest likely to arise during the Contract Term?

Yes No

If Yes, please provide details of any actual or potential conflict of interest and the way in which any conflict will be dealt with below:

[Click once and start typing]

Schedule A4 – Legal Matters

Please provide details of any significant outstanding legal matters currently affecting the Tenderer. Please provide details of any significant legal disputes involving the Tenderer settled or determined in the last three years.

Legal Matter Nature	Legal Matter Status	Date Resolved (If Resolved)

Note: This is a mandatory schedule. If there are no legal matters to note please indicate “Not Applicable”.

Schedule B – Financial Details and Solvency

Schedule B1 – Financial Details of Tenderer

To determine if the Tenderer has the financial capacity to complete the Contract works, Council may request financial information from the Tenderer, which may include, but not be limited to:

- i. financial statements for last three years, including balance sheet, profit and loss statement, statement of cash flows, notes to the financial statements and an independent auditor's report (or an accountant's report);
- ii. names and contact numbers of major suppliers and/or major subcontractors; and
- iii. any additional information that will assist in gaining an understanding of the Tenderers financial position.

Tenderers are required to demonstrate that over the term of the Contract they have the financial capability to complete all the requirements specified in this RFT. In the following table, the term 'Tenderer' applies to the business itself, its parent or any associated entities or any director(s).

If the answer to any of the following questions is 'Yes', please provide an explanation.

ITEM	TICK YES OR NO
<p>Are there any significant events, matters or circumstances which have arisen within the past twelve months that could significantly impact the Tenderer's operations and/or ability to complete the Contract works?</p>	<p><input type="checkbox"/> Yes or <input type="checkbox"/> No If 'Yes', please provide details.</p>
<p>Are there or have there been any:</p> <ul style="list-style-type: none"> • bankruptcy and/or de registration actions; or • insolvency proceedings (including voluntary administration, application to wind up, or other similar action) <p>either actual or threatened, against the Tenderer in the past three years? If so, what (if any) remedial action has been taken?</p>	<p><input type="checkbox"/> Yes or <input type="checkbox"/> No If 'Yes', provide details.</p>
<p>Is the Tenderer currently in default of any agreement, contract, order or award that would, or would be likely to adversely affect the financial capacity of the Tenderer to meet the requirements of this RFT?</p>	<p><input type="checkbox"/> Yes or <input type="checkbox"/> No If 'Yes', please provide details.</p>
<p>Are there any other factors that could adversely impact on the financial ability of the Tenderer to successfully complete the works specified in this RFT?</p>	<p><input type="checkbox"/> Yes or <input type="checkbox"/> No If 'Yes', please provide details.</p>

Schedule B2 – Solvency of Tenderer

If the answer to any of the following questions is 'Yes', please provide an explanation.

ITEM	TICK YES OR NO
<p>1. Is the Tenderer currently, or has the Tenderer at any time in the last 5 years been, unable to pay its debts as and when they become due and payable?</p>	<p><input type="checkbox"/> Yes or <input type="checkbox"/> No If 'Yes', please provide details.</p>
<p>2. Is a liquidator or provisional liquidator currently appointed in respect of the Tenderer or has one been appointed in respect of the Tenderer in the last 5 years?</p>	<p><input type="checkbox"/> Yes or <input type="checkbox"/> No If 'Yes', please provide details.</p>
<p>3. Is, or at any time in the last 5 years has, a controller, manager, trustee, receiver, receiver and manager, administrator or similar officer been appointed to the Tenderer or any asset of the Tenderer?</p>	<p><input type="checkbox"/> Yes or <input type="checkbox"/> No If 'Yes', please provide details.</p>
<p>4. In the last 5 years, has any application (not being an application stayed, withdrawn or dismissed within 14 days) been made to a court for an order, or has an order been made, a meeting convened or a resolution passed, for the purpose of:</p> <ul style="list-style-type: none"> - appointing a person referred to in Items 2 or 3 above; - winding up or de-registering a party; or - proposing or implementing a scheme of arrangement 	<p><input type="checkbox"/> Yes or <input type="checkbox"/> No If 'Yes', please provide details.</p>
<p>5. In the last 5 years has any application (not being an application stayed, withdrawn or dismissed within 14 days) been made to a court for an order, or has an order been made, a meeting is convened, a resolution is passed or any negotiations commenced, for the purpose of implementing or agreeing:</p> <ul style="list-style-type: none"> - a moratorium of debts of any party; - any other assignment, composition or arrangement (formal or informal) with a party's creditors; or - any similar proceeding or arrangement by which the assets of a party are subjected conditionally or unconditionally to the control of that party's creditors or a trustee, - or any agreement or other arrangement of the type referred to in this paragraph 5 been ordered, declared or agreed. 	<p><input type="checkbox"/> Yes or <input type="checkbox"/> No If 'Yes', please provide details.</p>

Schedule C – Insurance

Volume 3 Scope and Specification describes the insurance requirements for the project. The Tenderer must provide details of the following insurance policies and attach cover certificates for:

WORKERS COMPENSATION

Policy Number:

Expiry Date:

PUBLIC AND PRODUCT LIABILITY

The Principal to be noted as an interested party on the policy.

Insurance Company:

Policy Number:

Expiry Date:

Indemnified amount for any one occurrence:

Any Limit of Indemnity:

PROFESSIONAL INDEMNITY (if required by the Scope and Specification)

Insurance Company:

Policy Number:

Expiry Date:

Indemnified amount for any one occurrence:

Any Limit of Indemnity:

THIRD PARTY AND COMPREHENSIVE MOTOR VEHICLE INSURANCE

For each vehicle proposed to be used by the Tenderer in performing its obligations in connection with the Tender (if required by the Scope and Specification)

Insurance Company:

Policy Number:

Expiry Date:

PLANT AND EQUIPMENT INSURANCE

For each item of plant proposed to be used by the Tenderer in performing its obligations in connection with the Tender (if required by the Scope and Specification)

Insurance Company:

Policy Number:

Expiry Date:

Schedule D – Business Profile (Local, Social and Sustainability)

This Schedule forms part of the tender evaluation and must be completed by the Tenderer.

The Tenderer must provide the following information in relation to its business and how it approaches local matters, the social benefits of its operations and environmental and sustainability matters.

Local Presence and Knowledge
Please detail the location of the Tenderers office and/or depot/service facility.
Please detail the Tenderers knowledge of the Etheridge region and the operation of the Principal.

Social Benefits
Please detail any local community social benefits the Tenderer would provide if awarded the contract.
Please detail any established programs within the Tenderers business for traineeships, scholarships and/or apprenticeships.
Please detail any Indigenous employment initiatives and targets that the Tenderer currently has in place.
Please detail any disability employment initiatives and targets, fostering access and workplace inclusion programs the Tenderer has in place.

Environmental and Sustainability Benefits

Please provide details on the Tenderers organisational environmental values and how the company integrates consideration of environmental factors into its operational activities.

Outline sustainable items or practices that will be utilised in relation to the works associated with this Tender.

Detail the training provided to the Tenderers employees to ensure they are aware of, and committed to environmental awareness, sustainable practices and waste reduction.

Schedule E – Experience and Technical Capacity

This Schedule forms part of the tender evaluation and must be completed by the Tenderer.

Please provide details of the Tenderers current contract commitments to provide similar goods and/or services to those identified in Volume 3 Scope and Specification.

Project Name	Completed Work Relevant to this Tender	Contract Value \$AUD	Start Date	Anticipated Completion Date
		\$		
		\$		
		\$		

Please provide details of the Tenderers completed contracts, to provide similar goods and/or services to those identified in Volume 3 Scope and Specification during the last five years.

Project Name	Completed Work Relevant to this Tender	Contract Value \$AUD	Client Name and Contact Details
		\$	
		\$	
		\$	

Schedule F – Key Personnel, Subcontractors, Suppliers and Consultants

This Schedule forms part of the tender evaluation and must be completed by the Tenderer.

Schedule F1 – Key Personnel

The Tenderer must provide the following detail in relation to its key personnel for this Contract.

- (a) Details of key personnel and their role, function, experience and capability in the completion of similar works. Please detail each person's relevant experience and ability to respond to problems and performance issues. This is required for the following key personnel as a minimum:
- Project Manager
 - Foreman/Supervisor
 - Leading Hand
 - Grader Operator

Name	Role / Responsibility	Qualifications / Skills / Experience	Contract Time Allocation
			%
			%
			%
			%
			%
			%
			%

- (b) Curriculum Vitae (one page CV) of key personnel detailing previous experience in completing similar works, role undertaken, qualifications and/or certifications held, and memberships of any professional or business associations.
- (c) Details of the proposed organisational structure to deliver the contract works.
- (d) Details of alternative staff and their experience and capability in the completion of similar works should any of the proposed key personnel be unavailable.

Schedule F2 – Subcontractors, Suppliers and Consultants

Please provide details regarding the works the Tenderer is proposing to subcontract the delivery of.

Works	Subcontractor / Supplier / Consultant Name and Address	Relevant Experience

Please include additional lines or pages if there is insufficient space provided

Schedule H – Management Systems

Schedule H1 – Work Health and Safety

This Schedule forms part of the tender evaluation and must be completed by the Tenderer.

The Tenderer must, when requested to do so by the Principal, verify the responses provided in this Schedule by supplying copies of relevant policies, procedures, certificates etc. that provide evidence of their ability and capacity to effectively manage the contract WHS responsibilities.

Work Health and Safety Management Plan	
Item	Tick Yes or No
1. Does your business or organisation have third party certification for work health and safety, e.g. to AS/NZS 4801 or other?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes, by whom: Certificate Number: <i>(Attach a copy of your Accreditation Certificate)</i>	
2. Does your business or organisation have a random drug and alcohol Policy? <i>(Attach a copy of your Policy)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
IF TENDERER ANSWERED 'YES' TO QUESTIONS 1 AND 2, TENDERER IS NOT REQUIRED TO COMPLETE QUESTIONS 3 TO 9.	
3. Does the Tenderer have an internal work health and safety management system or plan (not third party certified)? <i>(If yes, attach evidence such as a copy of the manual)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
4. Does your business or organisation have documented safe work methods statements (SWMS) and other procedures for all identified high-risk work?	Yes <input type="checkbox"/> No <input type="checkbox"/>
5. Does your business or organisation have appropriate systems and/or documented procedures for reporting of incidents and hazards?	Yes <input type="checkbox"/> No <input type="checkbox"/>
6. Is there a person appointed to look after health and safety in the workplace?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes, state person's name and position: Name: Position:	
7. Are all employees aware of their obligations for personal protective equipment (PPE)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
8. Does your business or organisation have current and appropriate qualifications, licences to undertake each task?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Work Health and Safety Management Plan	
Item	Tick Yes or No
9. Does your business or organisation undertake appropriate on-site induction and training relevant to each task?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Workplace Health and Safety Record	
Item	Tick Yes or No
1. Has your business or organisation been issued any improvement, infringement or prohibition notices by any workplace health and safety regulator in the past two years?	Yes <input type="checkbox"/> No <input type="checkbox"/>
2. Has your business or organisation been prosecuted by any workplace health and safety regulator in the past 5 years.	Yes <input type="checkbox"/> No <input type="checkbox"/>
3. Have any of the directors of your business or organisation or the Key Personnel listed in Schedule F1 been prosecuted by any workplace health and safety regulator in the past 5 years.	Yes <input type="checkbox"/> No <input type="checkbox"/>
4. Is your business or organisation currently the subject of an investigation by any workplace health and safety regulator as a result of the occurrence of a notifiable incident or has your business or organisation been investigated by any workplace health and safety regulator in the past 5 years?	Yes <input type="checkbox"/> No <input type="checkbox"/>
5. Are any of the directors of your business or organisation or the Key Personnel listed in Schedule F1 currently the subject of an investigation by any workplace health and safety regulator as a result of the occurrence of a notifiable incident or have any of them been investigated by any workplace health and safety regulator in the past 5 years?	Yes <input type="checkbox"/> No <input type="checkbox"/>
6. In the last five years, have any fatalities occurred on a site where your business or organisation was the head contractor?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Schedule H2 – Environmental Management

This Schedule forms part of the tender evaluation and must be completed by the Tenderer.

The purpose of this Schedule is to provide an overview of the status of the Tenderer's construction environmental management plan (EMP) documents and procedures. Tenderers must provide details of environmental management systems, or processes and procedures.

The Tenderer must, when requested to do so by the Principal, verify the responses noted in this Schedule by providing examples copies of a site specific environmental management plan, site-specific cultural heritage protection searches and any other documented evidence on request by the Principal.

Item	Tick Yes or No
1. Has your business or organisation been third party certified for environmental management systems e.g. ISO 14000 series or other?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, by whom: Certificate Number: <i>(Attach a copy of Accreditation Certificate)</i>	
2. Does the Tenderer have an internal environmental management system? <i>(If yes, attach evidence such as a copy of the manual)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Is the Tenderer aware of the relevant provisions within the Principal's environmental policy and will commit to the requirements of the environmental policy?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Is the Tenderer aware of the environmental & cultural heritage protection requirements relevant to this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Is the Tenderer aware of the biosecurity requirements relevant to this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Schedule H3 – Quality Assurance

This Schedule forms part of the tender evaluation and must be completed by the Tenderer.

The Tenderer must, when requested to do so by the Principal, verify the responses noted in this Schedule by providing copies of relevant quality policies, procedures, certificates etc. that provides evidence of the use and implementation of contract quality requirements.

Item	Tick Yes or No
1. Does your business or organisation have third party certification for Quality, e.g. to ISO 9001 series or other?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes, by whom: Certificate Number: <i>(Attach a copy of your Accreditation Certificate)</i>	
IF TENDERER HAS ANSWERED 'YES' TO QUESTIONS 1, TENDERER IS NOT REQUIRED TO COMPLETE QUESTIONS 2 TO 6.	
2. Does the Tenderer have an internal quality system or plan (not third party certified)? <i>(If yes, attach evidence such as a copy of the manual)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
3. Does the Tenderer have a quality policy? <i>(If yes, attach evidence of the Policy)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
4. Does the Tenderer have documented quality procedures? <i>(If yes, attach evidence or copy of the procedures)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
5. Are records of inspection, test and other quality assurance or quality control activities maintained and quality records kept for each specific project?	Yes <input type="checkbox"/> No <input type="checkbox"/>
6. Does the Tenderer undertake internal quality audits on a project or contract specific basis?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Schedule I – Work procedures and methodology

The Tenderer must provide details of the proposed arrangements, procedures and methodologies proposed to complete the contract works.

(a) A brief overview of the methodology proposed by the Tenderer to complete the Tendered works.
(b) An understanding of the project objectives and deliverables.
(c) How the Tenderer will identify potential problems that may arise during completion of the Contract works.
(d) How the Tenderer will overcome any identified problems and provide solutions to those problems.
(e) Identification of construction and/or project risks.
(f) Strategies for management and mitigation of the identified risks.
(g) Proposed management of Contract non-conformances.
(h) Details of any identified or recommended cost and/or water saving initiatives or opportunities.
(i) Details of any recommend or offered innovative procedures or other innovations to be utilised during the completion of Contract works.

(j) Details of how the Tenderer proposes to co-ordinate and work with the Principal's staff and with other contractors which may be retained by the Principal on the same Site.

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Schedule J – Local Content

To demonstrate Council’s commitment to supporting the local economy, this criteria attracts a mandatory 20% weighting. It aims to acknowledge those suppliers who are committed to providing short-term and long-term economic benefits to the Etheridge Shire Council region.

Tenderers are required to detail below the extent, if any, of the labour, materials, goods and services proposed to be sourced from within the Etheridge region that have been incorporated into the tender.

Details of how tender responses relating to local content will be assessed are provided in Volume 1 Conditions of Tender Clause 1.27 Evaluation Criteria.

Local Content
<p>Does your business have a permanent office and/or depot within the Etheridge Shire Council municipality?</p> <p><input type="checkbox"/> Yes or <input type="checkbox"/> No - If ‘Yes’, please provide details: _____</p>
<p>Does your business have a permanent office and/or depot within the Far North Queensland region*?</p> <p><input type="checkbox"/> Yes or <input type="checkbox"/> No - If ‘Yes’, please provide details: _____</p>
<p>Does your business have a permanent office and/or depot outside of the Far North Queensland region*?</p> <p><input type="checkbox"/> Yes or <input type="checkbox"/> No - If ‘Yes’, please provide details: _____</p>
<p>Does your company sponsor any community or sporting groups within Etheridge Shire Council region?</p> <p><input type="checkbox"/> Yes or <input type="checkbox"/> No - If ‘Yes’, please provide details: _____</p>
<p>Does your company employ trainees / apprentices / people with disabilities from within the Etheridge Shire Council region?</p> <p><input type="checkbox"/> Yes or <input type="checkbox"/> No - If ‘Yes’, how many in the last financial year? _____</p>

* Region is defined in accordance with the requirements of Volume 1 Conditions of Tender Clause 1.27 Evaluation Criteria

Local Employment

Based on the tender program submitted, how many locally sourced positions do you anticipate your company would be responsible for creating or retaining in the delivery of this contract?

Equivalent Full-time Jobs	Number
Staff	
Apprentices	
Sub-contractors	

Local Content

In the tables below, please note the extent, expressed as a percentage of the total tender sum, of the value of materials, components and/or services (including plant and equipment) that will be sourced either from within or external to the Etheridge Shire Council region in the delivery of the contract works.

Region is defined in accordance with the requirements of Volume 1 Conditions of Tender Clause 1.27 Evaluation Criteria

Made/Sourced Within Etheridge Shire Council Regional Area <i>(List Items)</i>	Supplier	Contract Percentage
		%
		%
		%
		%

Made/Sourced Outside Etheridge Shire Council Regional Area <i>(List items)</i>	Supplier	Contract Percentage
		%
		%
		%
		%

Labour Component	Contract Percentage
Labour – Etheridge Shire Region	%
Labour – Outside of Etheridge Shire Region	%
Total (must equal 100%)	%

Schedule K – Pricing and Cash Flow

This Schedule forms part of the tender evaluation and must be completed by the Tenderer.

Schedule K1 – Contract Works Pricing Schedule

The Contract Pricing Schedule is attached separately as an Excel spreadsheet and must be completed and returned in Excel format with the Tender submission.

Schedule K2 – Additional Works Pricing Schedule

The Additional Works Pricing Schedule is attached separately as an Excel Spreadsheet and must be completed and returned in Excel format with the Tender submission.

Schedule K3 – Cash Flow Projection

The Tenderer must provide a cash flow projection schedule in the table below. The schedule shall;

- (a) provide anticipated monthly progress claims for the duration of the Contract inclusive of cumulative totals; and
- (b) be consistent with the works program included in the Tender.

Month / Year	Monthly Claim * (\$000,000)	Cumulative Claim Total (\$000,000)
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total (Equal to tendered contract price)		\$

* Provide anticipated claim total for works completed in month

Schedule L – Statement of Departures

This Schedule forms part of the tender evaluation and must be completed by the Tenderer.

The Tenderer must provide details of any proposed amendments, qualifications or departures to the Contract contained in Volume 2 – General Conditions of Contract or the scope contained in Volume 3 – Scope and Specification, in the attached schedule, including:

- (a) Proposed amendments, qualifications or departures;
- (b) Reason for the proposed change; and
- (c) The effect on the Tenderer's rates or price if an amendment, qualification and/or departure is accepted.

The Tender submission is subject to the following amendments, qualifications and/or departures:

Part / Clause / Item	Amendment / Qualification / Departure	Rate or price reduction or increase in (\$AUD) if amendment, qualification, or departure is accepted*		
		[IDENTIFY RATE, SUM OR PRICE]	[INSERT 'REDUCTION', 'INCREASE' OR 'NO CHANGE']	\$
		[IDENTIFY RATE, SUM OR PRICE]	[INSERT 'REDUCTION', 'INCREASE' OR 'NO CHANGE']	\$
		[IDENTIFY RATE, SUM OR PRICE]	[INSERT 'REDUCTION', 'INCREASE' OR 'NO CHANGE']	\$
		[IDENTIFY RATE, SUM OR PRICE]	[INSERT 'REDUCTION', 'INCREASE' OR 'NO CHANGE']	\$
		[IDENTIFY RATE, SUM OR PRICE]	[INSERT 'REDUCTION', 'INCREASE' OR 'NO CHANGE']	\$

* **Note:** If nothing stated, the Tenderer warrants that the amendment, qualification or departure will have no effect on the Contract or Tendered Rates or Price.

Schedule M – Tender Program

This Schedule forms part of the tender evaluation and must be completed by the Tenderer.

The Tenderer shall submit a detailed Tender Program with their tender submission. The Tender Program shall detail the Contractor's proposed work schedule which demonstrates the work will be completed in the allocated contract period. The Tender Program shall include sufficient detail for tender analysis and be in a form as necessary to show:

- The duration of each activity in working days;
- The sequence of interdependent activities;
- The plant and labour resources proposed for each activity;
- Milestones which identify significant events including completion of separable parts.

The tenderer shall provide demonstrated evidence that they have, or are able to provide, the appropriate level of resources to complete the Contract Works within the specified timeframe. This shall include personnel, and plant and equipment resources.

The proposed program of works shall also allow for other commitments which the Contractor may have within the contract period to ensure all Contract Works can be completed within the required timeframe.