



Section E

Tender Return Schedules

Contract For Supply and Installation of CCTV

TENDER NO: T06-18-19

CONTACT INFORMATION:

Superintendent:

Chris Smith

Telephone:

0427451735

Email:

Chris.smith@Tiwiislands.nt.gov.au

TENDER CLOSING INFORMATION:

Date:

12 July 2019

Time:

2:00 pm

All tenders for this Contract must be lodged through the Tiwi Islands Regional Council electronic tender portal <https://www.tenderlink.com/tiwiislands/>



Table of Contents

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Form 1	Tender Form – Formal Offer	1
Form 2	Tender Prices	3
Form 3	Details of Tenders Proposed Sub-Contractors	4
Form 4	Statement of Conformity	5
Form 5	Collusive Tendering – Statutory Declaration	6
Form 6	Financial Details	8
Form 7	Insurances	9
Form 8	Local Industry Participation	10
Form 9	Referees	11
Form 10	Schedule of Works and Completion Dates	12
Form 11	Details of Previous Experience	13
Form 12	Details of Indigenous Participation	14
Form 13	CAL Registration	15
Form 14	Details of Current Commitments	16



Form 1 Tender Form – Formal Offer

Contract no.: _____	Project: _____
Tenderer: _____ _____ _____	
Registered office address: _____ _____	Business address: _____ _____
Telephone: _____	Facsimile: _____
Email: _____	

All Tenderers are required to complete the following table:

Legal structure	Name	Australian Company Number (ACN)	Australian Business Number (ABN)
Company			
Trust *			
Individual			
Partnership			

** Include details of both the trust and its trustee, including a copy of the Trust Deed and all amendments to it.*

The Tenderer named above, hereby offers to provide Goods, Works and/or Services in accordance with:

- (a) Conditions of Tendering;
- (b) Conditions of Contract;
- (c) Any addenda to the above;
- (d) This Tender including all its schedules.

The Tenderer also acknowledges that if it is the successful tenderer, the details from these Tender Return Schedules shall be incorporated into the Conditions of Contract and the Tenderer shall be required to execute a formal contract in those terms.

The Tenderer warrants and represents that:

- (a) It has fully acquainted itself with all of the documents referred to in the Tender and all matters relating there to;
- (b) Agrees to be bound by the Conditions of Tendering;
- (c) All of the information provided in its tender is true and correct;



- (d) It has made its own enquires and investigations and has had the opportunity to obtain professional advice and all other relevant information so as to inform itself of all risks and contingencies which may affect its tendered price; and
- (e) It has allowed for all such risks and contingencies in its tender price.

Tenderer to sign and return any amendments issued during the tender period (if any) in confirmation of their receipt.

Tenderer confirms amendments have been signed and returned:

Signature: _____

Conflicts of interest

The Tenderer shall confirm whether there exists any interests, relationships (including those of family members and employees) or clients that may or do give rise to a conflict of interest:	<input type="checkbox"/> Yes ✓ <input type="checkbox"/> No ✓
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If 'Yes', as an attachment to this declaration the Tenderer shall detail the area in which that conflict or potential conflict does or may arise and provide details of strategies for preventing conflicts of interest.

Executed by Authorised Officer of Tenderer who has delegated authority to enter into a contract:

Signature: _____

Name and Title: _____ Date: _____

Signature of witness: _____

Name of witness: _____ Date: _____

Contact person for enquiries about this tender

Name:	_____
Position:	_____
Address:	_____
Telephone:	_____
Mobile:	_____
Email:	_____

(Attach details, as required)



Form 2 Tender Prices

Please provide the total cost (including GST) of the goods to the Tiwi Islands Regional.

Include clearly labelled attachments if required.



Form 4 Statement of Conformity

The Tenderer is to signify whether or not its Tender conforms in all respects to the requirements of the Tender Documents by indicating below:

Does the Tender conform?	<input type="checkbox"/> <input type="checkbox"/> Yes ✓ No ✓
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If the Tender does not conform to all the requirements of the Tender Documents, the Tenderer must list below all areas of non-conformity and the reasons therefore, and must value each area of non-conformity so that, in the event such non-conformity is deemed acceptable, the comparative tender price can be adjusted accordingly. If any non-conformity is not priced and/or is determined to be unacceptable, the Tender may not be further considered.

Area of non-conformity and reason	Value of non-conformity (\$)

Form 5 Collusive Tendering – Statutory Declaration

I, (Full name),
(Position)

of
(Name of Tenderer)

.....
(Address of Tenderer)

do solemnly and sincerely declare that:

1. Definitions

In this Statutory Declaration:

‘Bidders’ means any tenderers for the Contract and includes the Tenderer;

‘The Contract’ means the Contract to which this Tender and Statutory Declaration pertains;

‘Industry Association’ means any organisation of which bidders are members;

‘The Tenderer’ means (*insert name of company, other body corporate, firm, or individual*);

‘Tender Price’ means the amount or amounts indicated by a Bidder as the lowest amount or amounts for which that Bidder is prepared to perform the Contract.

2. Introduction

2.1 I hold the position of (*insert title*)

of the Tenderer and am duly authorised to make this declaration on its behalf.

2.2 I make this declaration on behalf of the Tenderer and on behalf of myself.

3. No Knowledge of Tender Prices

Prior to the Tenderer submitting its tender for the Contract, neither the Tenderer, nor any of its employees or agents, had knowledge of the Tender Price, or proposed Tender Price, of any Bidder (other than the Tenderer) who submitted, or proposed to submit, a tender for the Contract.

4. Disclosure of Tender Price

Neither the Tenderer, nor any of its employees or agents has disclosed nor will they disclose prior to the Closing Date the Tenderer’s Tender Price to:

4.1 any other Bidder who has submitted or will submit a Tender for the Contract;

4.2 any other person, company, body corporate, or firm proposing to submit a Tender for the Contract;

4.3 any person or organisation connected or associated with a Bidder, person, company, body corporate, or firm of a kind referred to in Clauses 4.1 or 4.2.



5. Provision of Information

Except as stated herein, neither the Tenderer, nor any of its employees or agents, has provided or will provide information to:

- 5.1 any other Bidder who has submitted or will submit a Tender for the Contract;
- 5.2 any other person, company, body corporate, or firm proposing to submit a Tender for the Contract; or
- 5.3 any other person, company, body corporate, or firm for the purpose of assisting in the preparation of a tender for the Contract.

Exceptions:

.....

6. Genuine Competition

The Tenderer is genuinely competing for the Contract.

7. Industry Association Agreements

Neither the Tenderer, nor any of its employees or agents, has entered into any contract, agreement, arrangement or understanding, other than as disclosed to the Council in the Tenderer’s Tender, that the successful Bidder for the Contract will pay any money to, or provide any other benefit or other financial advantage to, an Industry Association in respect of the Contract.

8. Unsuccessful Tenderers’ Fees

Neither the Tenderer, nor any of its employees or agents, has entered into any contract, agreement, arrangement or understanding that the successful Bidder for the Contract will pay any money to, or provide any other benefit or other financial advantage to, any other Bidder who unsuccessfully tendered for the Contract.

9. Qualifications to Tenders

Neither the Tenderer, nor any of its employees or agents, has entered into any contract, agreement, arrangement or understanding that Bidders for the Contract would include an identical or similar condition or qualification in their Tenders for the Contract if any such condition or qualification is included in the Tenderer’s Tender.

This declaration is true and I know it is an offence to make a statutory declaration knowing it is false in a material particular.

AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths, Affidavits and Declarations Act*.

Declared at ,)

in the ,)

this **day of**20....)

(Signature of person making the declaration)

In the presence of _____ Signature of witness (this may be any adult person)

Witness to print his or her full name _____.

Witness address or telephone number _____.



Form 6 Financial Details

1. Tenderer's bank:

Full Trading
Name: _____

Branch: _____

Address: _____

Contact person: _____

Title _____

Telephone: _____

Facsimile _____



Form 7 Insurances

Tenderer to provide details of insurance currently held by it and any proposed subcontractor(s) which would be extended to provide cover for work under the Contract.

Insurance Type	Policy No.	Extent Of Cover		Expiry Date	Name Of Insurer
		Per Incident \$A	In Aggregate \$A		
Public Liability					
Workers Compensation					

(Attach Certificates of Currency or other verification of the above insurances)



Form 8 Local Industry Participation

Council wishes to:

- Support local business with provision of opportunity to provide goods / services;
- Stimulate the local economy both directly and indirectly;
- Utilise existing knowledge and supply chains available locally; and
- Increase the skill(s) base locally through training opportunities.

To ensure maximum exposure and opportunity for local industry / business, tenderers must provide detail on the following:

- (a) Proposed economic and social contribution to the Darwin region;
- (b) Details of the local sub-contractors and local suppliers of goods and services;
- (c) Identification of employment agencies and local training strategies;
- (d) Identification and commitment to reporting on local participation and expenditure throughout the project (annually);
- (e) Establishment of local industry participation goals and key outcomes with measurable key performance indicators (KPI's);
- (f) Subcontractor / supplier substitution policy.



Form 9 Referees

Provide at least three (3) referees who can attest to the Tenderer’s capabilities in undertaking the contract.

Note: *Council reserves the right to make its own independent enquiries.*

First referee

Company Name: _____

Address: _____

Contact Person: _____

Telephone: _____ Facsimile: _____

Second referee

Company Name: _____

Address: _____

Contact Person: _____

Telephone: _____ Facsimile: _____

Third referee

Company Name: _____

Address: _____

Contact Person: _____

Telephone: _____ Facsimile: _____



Form 11 Details of Previous Experience

(Attach any supporting documentation)



Form 12 Details of Indigenous Participation

Tiwi Islands Regional Council is an indigenous employer and promotes the employment and training of indigenous workers. Please outline indigenous participation in this tender.

(Attach any supporting documentation)

