# Part 5: PROPOSAL SUBMISSION FORM

#### TECHNICAL PROPOSAL

Please use the tables below for your submission. Please keep answers brief and succinct and attach any supporting documentation as necessary.

Technical proposal table 1 – technical requirements

|  |  |  |  |
| --- | --- | --- | --- |
| Technical Requirements | | | |
| *Evaluation criteria* | | *Response by Bidder* | |
| Mandatory Requirements | | | |
| **Experience:** Brief evidence of the bidder’s relevant experience in building construction works. The bidder shall provide brief details of two contacts demonstrating their recent experience with similar works. Details of at least one referee for each contract should be provided. The contracts must have been completed in the past 6 years. | **Experience:** | | |
| *[insert details of relevant experience]* | | |
| **Details for two references:** | | |
| 1. Client’s name: *[insert name of client 1]* | | |
| Contact name: | | *[insert name of contact]* |
| Contact details: | | *[insert contact details]* |
| Contract value: | | *[insert value of contract]* |
| Scope of work summary: | |  |
| 1. Client’s name: *[insert name of client 2]* | | |
| Contact name: | | *[insert name of contact]* |
| Contact details: | | *[insert contact details]* |
| Contract value: | | *[insert value of contract]* |
| Scope of work summary: | |  |
| **Personnel:** Brief experience of lead staff, e.g. supervisor, foreman, lead hand, etc. Please include CV of the lead on-site staff member. | **Details about personnel/sub-contractors** | | |
| Supervisor’s experience: | |  |
| Foreman and lead hand experience: | |  |
| Support staff experience: | |  |
| Check this box if you have attached your business license 🞏 | | | |
| Technical requirements | | | |
| At least 5 years’ experience in concrete works, fencing and welding work | | *[Bidder’s answer]* | |
| Experience applying OH&S best practice | | *[Bidder’s answer]* | |
| Proven capability (technical, financial and logistical) to procure and supply necessary materials and equipment | | *[Bidder’s answer]* | |
| Competent and experienced work team | | *[Bidder’s answer]* | |
| Capability to complete the task within 8 months | | *[Bidder’s answer]* | |

Technical proposal table 2 - proposed materials

Note, bidders are encouraged to use the Excel version of this table attached as an Annex to the Technical Proposal. Please add more rows for each category as necessary.

|  |  |  |
| --- | --- | --- |
| **Category** | **Item** | **Quantity** |
| Rehabilitated security fences (6) |  |  |
|  |  |
|  |  |
|  |  |
| New security fences (2) |  |  |
|  |  |
|  |  |
|  |  |
| Concrete slabs for 40mm flowmeters (9) |  |  |
|  |  |
|  |  |
|  |  |
| Concrete slabs for 80mm flowmeters (7) |  |  |
|  |  |
|  |  |
|  |  |
| Concrete aprons for borehole covers (13) |  |  |
|  |  |
|  |  |
|  |  |
| Concrete slabs for gallery end plugs (22) |  |  |
|  |  |
|  |  |
|  |  |

#### FINANCIAL PROPOSAL

Please use the template below, or similar, for your financial proposal.

**Bids must be in AUD and VAT exempt.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Cost schedule** | | | | | |
| **Item** | **Units** | **Unit cost [AUD]** | **Sub-total cost [AUD]** | |
| **Labour** | | | | |
| Supervisor |  |  |  | |
| Foreman |  |  |  | |
| Labour |  |  |  | |
| **Materials** | | | | |
| Rehabilitated fences (6) | Lump sum |  |  | |
| New fences (2) | Lump sum |  |  | |
| Concrete slab for 40mm flowmeters | 9 |  |  | |
| Concrete slab for 80mm flowmeters | 7 |  |  | |
| Concrete slab for borehole aprons | 13 |  |  | |
| Concrete slab for gallery end plugs | 22 |  |  | |
| **Other** | | | | |
| Transport & logistics | Lump sum |  |  | |
| Other (if applicable) |  |  |  | |
| **TOTAL [AUD]** | | | |  | |