

**CONTRACT No. 01064**

**DIGITAL ADVISORY SERVICES**

**CONDITIONS OF TENDERING**

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# INFORMATION TO TENDERER

## 1.1 Introduction

1. Wannon Water (Wannon Region Water Corporation) is Victoria's second largest regional urban water corporation by service area. An acknowledged industry leader, it provides world standard water and sewerage services to more than 85,000 permanent residents over 24,000 square kilometres.
2. Its region of responsibility stretches from the South Australian border in the west to Lismore in the east, and from Balmoral in the north to the Southern Ocean in the south.
3. Wannon Water includes local government areas administered by the Glenelg Shire, Moyne Shire, Shire of Southern Grampians, Warrnambool City Council and Corangamite Shire either in full or in part within in its service area.
4. Wannon Water is administered by a skills-based seven-member Board, which sets policy and direction. The Board is supported by an executive management team and a dedicated workforce.

## 1.2 Interpretation

In this Tender, unless a contrary intention is apparent –

**“Wannon Water”** shall be construed to mean “Wannon Region Water Corporation” responsible for the Registering and Tendering Process;

**“Closing Time”** means the time specified in Clause 2.25 of this booklet;

**“Contractor”** means an entity (including a natural person, a corporation or a partnership) with whom Wannon Water enters into an agreement as a result of this Tendering Process;

**“Evaluation Criteria”** means the criteria set out in the Clause 2.43 of this booklet;

**“General Conditions of Contract”** means the agreement and any other terms and conditions contained in or referred to in the general terms and conditions of Contract;

**“Intellectual Property Rights”** includes copyright and neighbouring rights, and all proprietary rights in relation to inventions (including patents) registered and unregistered trademarks (including service marks), registered designs, confidential information (including trade secrets and know how) and circuit layouts, and all other proprietary rights resulting from intellectual activity in the industrial, scientific, literary or artistic fields;

**“Products”** means any goods and products (including intangible products such as computer software) to be provided by the Contractor;

**“Procurement Officer”** means the person so designated in Clause 1.4 of this booklet;

**“Request For Tenders” or “RFT”** means this document comprising the parts so designated in clause and any other documents so designated by the Wannon Water.

**“Services”** means the services to be provided by the Contractor;

**“Specification”** means any specification or description of Wannon Water’s requirements contained in the Specification booklet;

**“Statement of Compliance”** means the statement forming part of a Tender indicating the Tenderer's compliance with the Specification and the Proposed Contract;

“**Tender**” means the document lodged in response to a RFT containing an offer to provide services, goods or products satisfying the Specification.

**“Tendering Process”** means the process commenced by the issuing of a Request for Tender, Proposal or Quotation and concluding upon formal announcement by Wannon Water of the successful Tenderer(s) or earlier termination or abortion of the process.

## 1.3 Reservations by Wannon Water

Wannon Water reserves the right:

1. Without advance notice, without explanation and for any cause whatsoever:
2. To postpone the Tendering process;
3. To cancel the Tendering process;
4. Not to proceed with the contracting of all or any part of the Goods and Services;
5. To change the terms and procedures relating to the Tendering process;
6. To terminate negotiations at any time prior to the achievement of any binding agreement for the provision of the Goods and Services;
7. To refuse any Tender;
8. Not to accept any Tenders
9. Not to accept the lowest Tender;
10. To determine the extent of the Goods and Services to be provided.

## 1.4 Tender Enquiries

All communications relating to the Tender and otherwise to the Tendering Process must be directed to the following Procurement Officer.

|  |  |
| --- | --- |
| Name: | Andrew Dilley |
| Telephone No.: | 1300 926 666 |
| E-mail Address: | [andrew.dilley@wannonwater.com.au](mailto:andrew.dilley@wannonwater.com.au) |

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# 2. CONDITIONS OF TENDERING

## 2.1 Application of These Conditions

Participation in the Tendering Process is subject to the rules contained in this booklet.

All persons (whether or not they submit a Tender) having obtained or received this RFT may only use it, and the information it contains, in compliance with the rules set out in this part.

All Tenderers are deemed to accept the rules contained in the Conditions of Tendering.

The rules contained in this booklet of the RFT apply to:-

* the RFT and any other information given, received or made available in connection with the RFT;
* the Tendering Process; any communications (including the Tender Briefing) relating to the RFT or the Tendering Process;

## 2.2 Structure of RFT

The RFT consists of the following parts upon which the Tenderer is to Tender:

1. **Tender Response**

**Conditions of Tendering**

Conditions of Tendering of the RFT sets out the conditions applying to the RFT documents and to the Tendering process. These conditions are deemed to be accepted by all Tenderers and by all persons having received or obtained the RFT.

Conditions of Tendering also specifies the information to be provided in a Tender and may also specify any information to be provided by Tenderers by other means.

**Tender Response Worksheets**

The tender response worksheets includes schedule templates to be completed and included in the RFT.

1. **Scope of Works/Service Provision**

**Specification**

Includes the Specification of the RFT which describes the goods, services and/or any other requirements in respect of which Wannon Water invites Tenders from interested parties.

1. **General Conditions of Contract**

The Proposed Contract included in the RFT sets out the Contract terms and conditions in compliance with which Wannon Water desires the goods, services and or other requirements set out in the Specification, to be provided.

1. **All notices to Tenderers and addenda to Tender documents**

Formal notifications provided as part of the Tender process to clarify information or answer questions raised by potential tenderers.

## 2.3 Tenderer Warranties

By submitting a Tender, a Tenderer warrants that:

(a) in lodging its Tender it did not rely on any express or implied statement, warranty or representation, whether oral, written, or otherwise made by or on behalf of Wannon Water, its officers, employees, agents or advisers other than any statement, warranty or representation expressly contained in the RFT documents;

(b) it did not use the improper assistance of Agency employees or ex-employees, or information unlawfully obtained from Wannon Water in compiling its Tender;

(c) it is satisfied as to the correctness and sufficiency of its Tender, including, where relevant Ethical Employment Statement and VIPP Statement;

(d) it has examined this RFT, and any other documents referenced or referred to herein, and any other information made available in writing by Wannon Water to Tenderers for the purposes of submitting a Tender;

(e) it has sought and examined all necessary information which is obtainable by making reasonable enquiries relevant to the risks and other circumstances affecting its Tender;

(f) it has otherwise obtained all information necessary for the preparation of its Tender;

* + 1. it is responsible for all costs and expenses related to the preparation and lodgment of its Tender; any subsequent negotiation; any other action or Tender in relation to this RFT or of the evaluation process; and any future process connected with or relating to the Tendering Process;
    2. it otherwise accepts and will comply with the rules set out in the Conditions of Tendering;
    3. it will provide additional information in a timely manner as requested to clarify matters identified in your response to RFT - Ethical Employment Statement.

## 2.4 Tenderer to Become Informed

The Tenderer must inform itself on all matters relating to the proposed Contract before submitting a Tender. The Tenderer is deemed to have examined all information and to have made all enquiries relevant to its obligations under the Contract and to be aware of all risks, contingencies, costs, difficulties and other circumstances in anyway connected with the performance of its obligations under the Contract.

## 2.5 Status of RFT

The RFT is not an offer. The RFT is an invitation for persons to submit a proposal for the provision of the services, goods or other requirements set out in the Specification.

## 2.6 Acceptance of Tenders

A Tender shall be deemed to be accepted when a notice in writing of such acceptance is handed to the Tenderer, or posted to the address furnished pursuant to the Tender Form. In the latter case, the time of posting shall be deemed to be the time of acceptance.

## 2.7 Contractors

Notwithstanding Wannon Water’s right not to accept the lowest or any Tender, the total Contract may be awarded to a single contractor, or split between contractors.

## 2.8 Status of Tender

Each Tender constitutes an offer by the Tenderer to Wannon Water to provide the services required under, and otherwise to satisfy the requirements of, the Specification on the terms and conditions of the General Conditions of Contract (subject to the Statement of Compliance).

Wannon Water reserves the right to accept a Tender in part or in whole.

## 2.9 Accuracy of RFT

Wannon Water does not warrant the accuracy of the content of the RFT and Wannon Water shall not be liable for any omission from the RFT.

## 2.10 Discrepancies, Errors, Omissions or Clarifications

If the Tenderer finds any discrepancy, error or omission in the Tender Documents, or requires clarification on any matter, the Tenderer may ask the responsible officer nominated by Wannon Water for clarification. Any clarification given:

1. Is only valid if issued in writing as an addendum to the Tender Documents.
2. Each addendum issued shall be distributed to each person who has been issued the Tender Documents.

## 2.11 Additions and Amendments to RFT

Wannon Water reserves the right to change any information in the RFT.

## 2.12 Representations

No representation made by or on behalf of Wannon Water in relation to the RFT (or its subject matter) will be binding on Wannon Water unless that representation is expressly incorporated into the Contracts ultimately entered into between Wannon Water and the Contractor.

## 2.13 Confidentiality

All persons (including Tenderers) obtaining or receiving the RFT and any other information in connection with the RFT or the Tendering Process must keep the contents of the RFT and such other information confidential.

Wannon Water may require persons and organisations wishing to access (including but not limited to obtaining a copy of) this RFT or certain parts thereof or to additional materials to execute a deed of confidentiality (in a form required by, or satisfactory to, Wannon Water) before access is granted.

## 2.14 Licence to Use and Intellectual Property

Persons obtaining or receiving the RFT and any other documents issued in relation to the Tendering Process may only use the RFT and such documents only for the purpose of preparing a Tender.

Intellectual Property Rights in the RFT and any other documents provided in connection with the Tendering Process are owned by Wannon Water except as indicated otherwise.

## 2.15 Procurement Officer

All communications relating to the RFT and otherwise to the Tendering Process must be directed to the Procurement Officer.

## 2.16 Requests for Clarification or Further Information

Any questions or requests for further information or for clarification of the RFT (or any other document issued in connection with the Tendering Process) must be submitted to the Procurement Officer. Questions and requests must be submitted to the Procurement Officer in writing, preferably by email.

Wannon Water may restrict the period during which it will accept questions or requests for further information or for clarification.

Except where Wannon Water is of the opinion that issues raised apply only to an individual person or organisation, questions submitted and answers provided will be made available on the tenders website to all persons without identifying the person or organisation having submitted the question.

## 2.17 Unauthorised Communications

Communications (including promotional or advertising activities) with staff of Wannon Water or consultants assisting Wannon Water with the Tendering Process are not permitted except with the prior, written consent of the Procurement Officer.

During the Tendering Process, Tenderers must not direct any advertising or promotional activities to any staff of Wannon Water involved in, or any consultants assisting Wannon Water with, the Tendering Process.

Tenderers must not otherwise engage in any activities that may be perceived as, or that may have the effect of, influencing the outcomes of the Tendering Process in any way.

Unauthorised communications with such persons may, in the absolute discretion of Wannon Water, lead to disqualification of a Tenderer.

## 2.18 Improper Assistance

Tenderers must not seek or obtain the assistance of employees, agents or contractors of Wannon Water in the preparation of their Tenders. Wannon Water may, in its absolute discretion, disqualify a Tenderer that it believes to have sought or obtained such assistance.

## 2.19 Anti-Competitive Conduct

Tenderers and their respective officers, employees, agents and advisers must not engage in any collusion, anti-competitive conduct or any other similar conduct with any other Tenderer or any other person in relation to the preparation, content or lodgement of their Tender.

## 2.20 No Collusive Arrangements

Wannon Water will not consider any Tender which is in breach of the *Collusive Practices Act* 1965 and without limiting the generality of that prohibition, will not consider any Tender arising from;

1. agreement between Tenderers as to whom should be the successful Tenderer.
2. any meetings of Tenderers to discuss Tenders prior to the submission of their Tenders if Wannon Water is not represented.
3. exchange of information between Tenderers about their Tenders.
4. agreement between Tenderers for the payment of money or the securing of reward or benefit for unsuccessful Tenderers by the successful Tenderer.
5. agreements between Tenderers to fix prices or conditions of contract. This means any collaboration between Tenderers on prices or conditions to be included in contracts or commissions without the consent of Wannon Water.
6. any assistance to any Tenderer to submit a cover Tender.
7. any agreement between Tenderers prior to submission of Tenders to fix the rate of payment of industry association fees where the payment of such fees is conditional upon the Tenderer being awarded the Contract.

## 2.21 Complaints about Tendering Process

Any complaint about the RFT or the Tendering Process must be submitted to the Procurement Officer in writing immediately. The written complaint statement must set out:

* the basis for the complaint (specifying the issues involved);
* how the subject of the complaint (and the specific issues) affect the person or organisation making the complaint;
* any relevant background information; and
* the outcome desired by the person or organisation making the complaint.

## 2.22 Lodgement of Tender

The Tenderer has absolute responsibility for the timely lodgement of the Tender in the Tender Box. Tenderers must complete the Tender Response Worksheets provided and lodge it with any accompanying schedules or information electronically, by the date and time for closing of submissions.

## 2.23 Late Tenders

It is the responsibility of the Contractor to ensure that submissions are lodged prior to close of submissions. Delays due to post or courier shall not be considered in acceptance of any submission.

Late submissions will not be considered.

## 2.24 Place for Lodgement

Email/electronic upload to the designated online tender box located at:

* Digital Marketplace

## 2.25 Closing of Submissions

Tenders must be lodged by the date as shown on the cover of the Tender Response Worksheets.

Time: 3.00 p.m.

## 2.26 Opening of Submissions

Date: Not before the tender closing time as detailed in the Tender Advertisement.

## 2.27 Procedure for Opening of Submissions

Wannon Water follows the following procedure:

1. As soon as possible after opening of the submission, a list shall be placed at the Wannon Water's reception counter located at 25 Gateway Road, Warrnambool indicating submissions received in alphabetical order. The list shall be signed by the Corporation’s nominated staff members present at the submission opening.
2. Within forty-eight (48) hours, a letter detailing the list shall be forwarded to each Tenderer detailed in (a).

## 2.28 Format and Contents

Tenderers must provide the information requested in this booklet of this RFT in the format required. Wannon Water may in its absolute discretion reject a Tender that does not include the information requested or is not in the format required.

Unnecessarily elaborate responses or other presentations beyond what is sufficient to present a complete and effective proposal are not desired or required.

Persons wishing to submit a Tender shall fully inform themselves in relation to all matters arising from the RFT including Wannon Water’s requirements.

## 2.29 Illegible Content, Alteration and Erasures

Incomplete Tenders may be disqualified or evaluated solely on the information contained in the Tender.

Wannon Water may disregard any content in a Tender that is illegible.

## 2.30 Preparation of Tenders

Wannon Water will not be responsible for, nor pay for, any expense or loss that may be incurred by Tenderers in the preparation of their Tenders.

## 2.31 Disclosure of Tender Contents and Tender Information

Wannon Water shall not disclose tender contents and tender information, except:

(a) as required by law;

(b) for the purpose of investigations by the Australian Competition and Consumer Commission or similar government authorities;

(c) to external consultants and advisers of Wannon Water engaged to assist with the Tendering Process; or

(d) general information from Tenderers required to be disclosed by government policy;

Tender information shall be treated as confidential.

## 2.32 Disclosure of Tender Information

Notwithstanding any copyright or other intellectual property right that may subsist in the Tender, the Tenderer, by submitting the Tender licenses Wannon Water to reproduce the whole or any portion of the Tender for the purposes of the Tendering Process.

In submitting a Tender, the Tenderer accepts that Wannon Water may publish (on the internet or otherwise):

* the name of the successful or recommended Tenderer;
* the value of the successful Tenderer;
* the Contractor’s name together with the provisions of the Contract generally.

The Tenderer also accepts that Contact details such as Contractor’s name, contract price and details of the goods and services Contracted to be supplied may be disclosed to other government departments or agencies (state or federal) for comparative or benchmarking purposes.

## 2.33 Use of Tenders

All Tenders become the property of Wannon Water.

Tenderers license Wannon Water to reproduce the whole, or any portion, of their Tenders for the purposes of evaluation.

## 2.34 Tender Validity Period

Tenders shall not be withdrawn before the expiration of ninety (90) calendar days after the closing date of Tenders, and shall remain binding and may be accepted at anytime during the ninety (90) days validity period. The period of validity of a Tender may be extended by mutual agreement between Wannon Water and the Tenderer.

## 2.35 Compliance with Specification and Proposed Contract

### 2.35.1 Compliance with Specification

Tenderers will indicate within their Tender Response their level of compliance to the Specification’s Scope of Works. Where their tender proposal does not comply with the Specification’s Scope of Works, the Tenderer will submit a tabulated statement showing in order of the relevant clauses, its level of compliance with the Specification’s Scope of Works.

The following definitions are to be used when preparing responses to compliance with the Specification’s Scope of Works.

**Complies**

**This means:**

* In the case of a clause which is of an informative nature only, that the clause has been read and understood; and
* In the case of a clause which specifies outputs or a characteristic or performance standard to be met by the goods or services to be provided, that the offer is to provide the specified outputs or characteristics or standard.

Where appropriate, the Tenderer should state or describe how the requirement is to be met.

**Partially Complies**

This means that the outputs or a characteristic or performance standard can only be met subject to certain conditions. Where this is the case and the Tenderer is prepared to make good on the outputs or characteristic or performance standard, the Tenderer shall state or describe the manner in which the non-compliance is to be made good.

**Does Not Comply**

This means that the outputs or characteristic or performance standard of the clause is not met by the offer. Full details of the non-compliance must be stated.

**Significantly Exceeds Requirements**

This means that the Tenderers offer significantly exceeds the specified requirements. Tenderers must state or describe in what way their offer exceeds the requirements as this may have some bearing on the evaluation of the offer.

### 2.35.2 Compliance to the Conditions of Contract

Under the Tender Response Worksheets a Tenderer shall submit a tabulated statement with numbering corresponding to the relevant clauses, detailing its level of compliance with the Conditions of Contract.

The following definitions are to be used when preparing responses to the Conditions of Contract.

**Complies**

This means that the Tenderer accepts the contractual provision in every respect (including the wording of the provision).

**Does Not Comply**

This means that the Tenderer does not accept the contractual provision. If the Tenderer does not comply with a particular contractual provision then the Tenderer must:

* indicate that it does not comply;
* give reasons for non-compliance; and
* set out any proposed amendments that would render the provision acceptable to the Tenderer.

### 2.35.3 General

Indefinite responses such as “noted” as a statement of compliance or “to be discussed” or “to be negotiated” are not acceptable.

Where there is no response to any clause or provision of the Request for Tender document, the Tenderer may be deemed not to comply with the stated requirement.

Where the Tenderer is unwilling to accept a specified condition, the non-acceptance must be clearly stated. Prominence must be given to the statement – it is not sufficient that the statement should only appear as part of an attachment to the Tender, or be included in a general statement of the Tenderer’s usual operating conditions.

An incomplete submission may be disqualified or assessed solely on the data received with the Tender.

## 2.36 Alternative Tender

The Tenderer may submit an alternative proposal provided that it is clearly identified as an “Alternative Tender”. An Alternative Tender may not require the feature or features specified due to inherent design or capability in the operation of the goods or services, or provide the goods or services in a manner different to that specified.

Tenderers are encouraged to offer options or solutions which may (for example in a novel or innovative way) contribute to Wannon Water's ability to carry out its business in a more cost-effective manner. These may be related to the outputs; or functional, performance and technical aspects of the requirement; or opportunities for more advantageous commercial arrangements. These options will be considered commercial in confidence.

Where a Tenderer submits an offer which meets the requirements in an alternative and practical manner, it shall include any supplementary material, together with associated prices, which demonstrates in detail that such an alternative will fully achieve and/or exceed all the specified requirements, together with references as to why the additional features may be advantageous.

Wannon Water reserves the right to consider such offers on their merits or not to consider them further.

## 2.37 Adjustment of Schedule

1. The Schedule of Rates Tender is for the completion of the whole of the works described and intended in the documents issued by Wannon Water for the purpose of Tendering and executed in accordance therewith.
2. The Tenderer shall furnish a rate for each item of the Goods and Services described in the Schedule of Rates, and in case the items described in the Schedule of Rates do not include all the work and material required for the entire completion of the Contract, the Contractor shall enter in the Schedule all such additional items as may be necessary in order to form the correct estimate together with his Tendered rate.

## 2.38 Contract Deposit

Not Applicable.

## 2.39 Indicative Quantities

Any quantities stated in the Tender Documents are indicative for Tendering purposes only unless otherwise specifically stated in the Tender Documents and where quantities are indicative; Wannon Water will only be liable for the acceptance, subjected to Contract, of the quantities ordered.

## 2.40 Evaluation of Tenders

### 2.40.1 Evaluation Process

Tender evaluation shall be undertaken by Wannon Water to identify the Tender submission which offers Wannon Water best value for money. Each conforming Tender will be evaluated on the non-price attributes (Evaluation Criteria detail in Clause 2.43 of these Conditions of Tendering) and then compared to the submitted Tender prices to arrive at the preferred Tender which provides the best value for money at the lowest assessed risk.

Unless the Evaluation Criteria explicitly so require, Wannon Water is not in any way bound to shortlist, to select as successful, or to accept the Tender offering the lowest price.

### 2.40.2 Clarification of Tender

Where in the opinion of Wannon Water, a Tender is unclear, Wannon Water may seek clarification from the Tenderer. Failure to supply clarification to the satisfaction of Wannon Water may render the Tender liable to disqualification.

Wannon Water is under no obligation to seek clarification of anything in a Tender and Wannon Water reserves the right to disregard any clarification that Wannon Water considers to be unsolicited or otherwise impermissible.

### 2.40.3 Shortlisting

Wannon Water is in no way bound to include a shortlisting stage in its evaluation process.

Should Wannon Water choose to include a shortlisting stage in its evaluation process, Wannon Water is not, at any time, required to notify Tenderers or any person or organisation interested in submitting a Tender.

### 2.40.3 Best and Final Offers

Tenderers or, where the Tendering Process involves a shortlisting process, shortlisted Tenderers may be invited, as part of the Tendering Process, to submit a best and final offer in relation to all or certain aspects of their respective Tenders.

If Wannon Water chooses to give Tenderers the opportunity to submit a best and final offer, it is under no obligation to give notification before the Closing Time that such opportunity will be given.

## 2.41 Successful Tenders

### 2.41.1 Negation of Contract

Selection as a successful Tenderer does not give rise to a Contract between the successful Tenderer and Wannon Water. No legal relationship will exist between the parties until a Contract is executed.

Successful Tenderers will be required to enter into a Contract based on the General Conditions of Contract.

### 2.41.2 Pre-Contractual Negotiations

Wannon Water may, in its absolute discretion, decide not to enter into pre-contractual negotiations with a successful Tenderer.

A Tenderer is bound by its Tender (including the Statement of Compliance to the General Conditions of Contract) and, if selected as a successful Tenderer, must be prepared to enter into a Contract on the basis of the Tender without negotiation.

### 2.41.3 Negation of Obligation to Enter into Contract

Wannon Water is under no obligation to enter into a Contract with a successful Tenderer or any other person. Wannon Water is under no obligation to appoint a successful Tenderer or Tenderers.

## 2.42 Discussions with Tenderers and Other Persons Outside Tendering Process

After the Tendering Process has concluded, Wannon Water may seek from any Tenderer variations to the offer contained in its Tender or may seek supplementary offers in respect of any changes Wannon Water may make to the originally stated requirements contained in the Specification.

Wannon Water reserves the right to enter into any such discussions and negotiations at its absolute discretion (which includes dealing with any Tenderer as it deems fit) without the need to correspond with other Tenderers during this post Tendering Process period.

Wannon Water may at any time negotiate with any person who is not a Tenderer and enter into a Contract in relation to the services that are the subject of this RFT with that person on such terms as Wannon Water in its absolute discretion considers appropriate.

## 2.43 Evaluation Criteria

|  |  |
| --- | --- |
| **EVALUATION CRITERIA** | **WEIGHTINGS** |
| **PART 1 - CAPABILITY & CAPACITY** |  |
| **RELEVANT EXPERTISE & EXPERIENCE**   * Organisational capacity * Delivery of similar services * Specialist knowledge & expertise related to the services requested * Water industry or related sectors experience * Key personnel proposed to provide the service   **REQUIREMENTS & DELIVERABLES**   * Demonstrated understanding of requirements * Proposed deliverables * Quality of the proposal * Innovation & value-add   **SERRVICE METHODOLOGY & APPROACH**   * Methodology & approach * Project plan & timing   **MANAGEMENT SYSTEMS**   * Quality * Occupational Health & Safety * Environmental | 40  35  20  5 |
| **TOTAL SCORE** | **100** |
| **PART 2 - COMMERCIAL** | **COMPLIES** |
| * Supplier Code of Conduct – Integrity, ethics & conduct * Insurance requirements * Contract terms & conditions | **Y/N**  **Y/N**  **Y/N** |
| **PART 3 – ETHICAL, SUSTAINABLE & SOCIALLY RESPONSIBLE PROCUREMENT** | **COMPLIES** |
| * Conflict of interest * Corporate governance * Labour & human rights | **Y/N**  **Y/N**  **Y/N** |