**CT ANNEXURE A**

**TENDER SUBMISSION**

**TENDERERS MUST SUBMIT THE FOLLOWING WITH THE TENDER:**

The following is the information to be submitted by all tenderers. **For further important details relating to the evaluation criteria, please refer to CT Annexure B in this document.**

Tenders should be succinct and address the criteria directly. Written responses must be a minimum font size of Arial 11 point (or equivalent) and must not exceed the maximum number of A4 pages specified for each criterion. Any images, graphs, diagrams and requested attachments (e.g. CVs) are excluded from the page count. Tenderers are advised that the evaluation panel will not take into account any information contained in pages that exceed the specified maximum.

* + 1. **Price (70% evaluation weighting)**

By completing the DIT Tender Form in full the tender must advise:

1. Lump sum price on the fully completed Tender Form including all attached price schedules including but not limited to Schedule of Separate Items and Tender Trade breakdown.

*\* Where the purchase of structural/reinforcing steel and fabrication of structural steelwork is involved the Tender Price weighting must be reduced by a minimum of 5% to allow for the additional 5% (minimum) to be attributed to the standard 15% IPP weighting.*

*\* Consideration should also be given to increasing the minimum 15% IPP weighting where an expanded economic development opportunity exists. Direction on the % weighting for IPP on this should be sought from the Office of the Industry Advocate.*

* + 1. **Non-Price (15% evaluation weighting)**

### Project Team (10%)

The tenderer shall provide an organisational diagram that identifies its project team structure, nominating key team members, their role and why selected. CVs for each team member should be include as an appendix. (Maximum of 3 pages)

### Program and Safety (5%)

The tenderer shall provide a written response on the project delivery program demonstrating an understanding of the program methodology including:

• Identifying key critical activities and why identified.

• Outlining specific measures to be implement to monitor and manage key activities and risks.

The tenderer shall provide an outline of the proposed approach to safety management within the operational site and access into and out of the site.

(Maximum 2 pages)

Provide a construction program in Microsoft Project (.mpp file and PDF version) that demonstrates an understanding of the activities that are critical to the delivery of the project.

* + 1. **South Australian Industry Participation Policy (SAIPP) (15% evaluation weighting)**

Tenderers contracting to the Government of South Australia are required to comply with SAIPP and the supporting procedural and reporting requirements.

It should be noted under the functions of the *Industry Advocate Act 2017* the Industry Advocate has the discretion to review and assist in the negotiations for Industry Participation Plans to ensure that they comply with the SAIPP prior to the finalisation of contract conditions.

*(15% standard weighting and 20% minimum weighting where the purchase of structural steel and fabrication of structural steelwork is involved. Where an expanded economic development opportunity exists consideration should be given to increasing the minimum 15% weighting in discussion with the Office of the Industry Advocate.)*

* + 1. *Update as appropriate.*

*Below wording is based on a regional/metro project - update accordingly*

The tenderer must complete an Industry Participation Plan online, via the following website:

<https://innovationandskills.sa.gov.au>

When completing the online form, the tenderer is to select **South Australia Regional/ or Metro** as the region the contract will predominantly be delivered into, and to enter **XXXX** as the project postcode.

**The tenderer must submit a copy of the completed Industry Participation Plan with its tender.**

For assistance with completing the online form, tenderers should contact:

Office of the Industry Advocate

Phone 8226 8956

Email oia@sa.gov.au

Failure to comply with a requirement set out in the tender documents relating to the South Australian Industry Participation Policy may result in the tender not being considered.

* + 1. **Licences, Registrations and Permits**

Evidence that the tenderer holds the following licences, registrations or permits:

1. South Australian Builders Licence, including applicable Categories and Subcategories
	* 1. **Other**

Other as determined by the evaluation panel.

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