



REQUEST FOR EXPRESSIONS OF INTEREST

SUPPLY OF COMPANY UNIFORMS

METRO TASMANIA PTY LTD (ACN 81 467 281)

ISSUE DATE:

Friday, 30th October 2020

CLOSING DATE AND TIME:

5.00 p.m. Monday, 16th November 2020

CONTACT OFFICER DETAILS:

Contracts & Business Performance Advisor

Metro Tasmania Pty Ltd

212 Main Road, Moonah TAS 7009

Email: tenders@metrotas.com.au

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TERMS AND CONDITIONS

1 BACKGROUND

Metro Tasmania Pty Ltd (ACN 81 467 281) (**Metro**) is a state-owned company whose core business is the operation of bus services in Hobart, Launceston and Burnie. Metro is the largest passenger transport company in Tasmania.

In order to assist Metro in carrying out its core business, Metro requires the Supply of Employee Uniform Services (the **Services**) to be provided to it by an appropriately qualified company, business or individual.

Metro will be utilising a two-stage procurement process prior to awarding a contract to a supplier for provision of the Services.

Metro invites Expressions of Interest for the supply of the Services on the terms set out in this *Request for Expressions of Interest* and in accordance with the Specifications. This process constitutes the first stage of the procurement process, after which Metro will formulate a short-list of potential suppliers. Short-listed potential suppliers will then be invited to participate in the second stage of the procurement process, which will involve detailed tenders being provided by short-listed potential suppliers in response to Metro's *Request for Tender*.

The successful tenderer will then be required to enter into an agreement with Metro for the provision of the Services on terms acceptable to Metro. Metro envisages an initial contract term of three (3) years, commencing early in calendar year 2021.

All Metro employees are issued with a uniform; this includes bus operators (drivers), administrative and engineering personnel. A particular focus of this procurement will be assessment of the quality of the goods proposed to be provided, having regard to the tasks undertaken by Metro's personnel and the wide range of temperatures experienced in Metro's working environments. Metro's workforce is currently in excess of 450 employees with approximately 75 new employees recruited each year.

2 DEFINITIONS

Contact Officer means the contact officer specified on the cover page of this REOI.

Closing Date and Time means the due date and time by which EOIs must be received by Metro as set out in clause 5.1 (Closing Time).

Economic and Social Benefits Statement means the Respondent's responses to the questions detailed in **Annexure C** to this REOI.

EOI means any response to this REOI signed by the Respondent and including the

information and the EOI Form required in accordance with this REOI.

EOI Form means the EOI form set out in Annexure B of this REOI.

EOI Validity Period has the meaning given in clause 3.6 (EOI Validity Period).

Metro means Metro Tasmania Pty Ltd (ACN 081 467 281)

Registered Respondent has the meaning given in clause 4(a) (Register of Respondents).

REOI means the documents comprising this Request for Expressions of Interest.

Request for Tender has the meaning giving in clause 10.4 (Tender process).

Respondent means any person, business or corporation who lodges an EOI in accordance with this REOI.

Specifications means the specifications in relation to the Employee Uniform services set out in 0.

Tender has the meaning giving in clause 10.4(a) (Tender process).

3 GENERAL

3.1 Expression of Interest

Any Respondent wishing to express interest in supplying the Services may do so by submitting an EOI in accordance with this REOI.

3.2 EOI submission

- (a) The Respondent is required to submit their EOI strictly in accordance with all terms, conditions and requirements of this REOI.
- (b) The EOI must also address the Specifications by outlining:
 - (i) how the Respondent can/will supply the Services in accordance with the Specifications; or
 - (ii) if the Respondent cannot supply the Services in accordance with the Specifications, details of:
 - (A) why the Respondent is not able to comply with the Specifications; and
 - (B) alternative employee uniform services which can/will be supplied by the Respondent, and details of how such alternative services compare to or differ from the Specifications.

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- (c) The EOI must also be accompanied by a Local SME Industry Impact Statement consisting of responses to the questions in Annexure C to this REOI.

3.3 Rejection of EOIs

Metro may reject EOIs that specify conditions that are in conflict with this REOI.

3.4 EOI Form

- (a) The Respondent must complete and include as part of its EOI, the EOI Form.
- (b) The EOI Form should be filled in completely and be accompanied by other supplemental documents necessary to complete the EOI in accordance with this REOI. A Respondent may reproduce the EOI Form in an expanded format in order to provide additional space for response.
- (c) Failure to comply with the requirements of this REOI, or failure to complete and return the EOI Form, may result in the EOI being rejected for non-compliance.

3.5 Language and currency

All EOIs must be in English and all prices quoted must be in Australian dollars and not include GST.

3.6 EOI Validity Period

The Respondent warrants that it will not vary or withdraw its EOI within one hundred and twenty (120) days of the Closing Date and Time.

3.7 Clarifications

During the evaluation process, Metro may seek clarification from a Respondent in relation to their EOI if any aspect of the EOI is unclear or ambiguous. The Respondent must comply with any requests for clarification within the timeframe required by Metro. All communication between a Respondent and Metro must be in writing. Respondents will not be permitted to revise or modify their EOI in any way during the EOI evaluation period.

3.8 General terms and conditions

- (a) Metro does not warrant the accuracy of the content this REOI and, to the extent permitted by law, Metro and its directors, officers, advisors, employees and agents are not and will not be liable, whether arising from negligence or otherwise, for any representation contained in, or any omission from, this REOI, or for any error, inaccuracy,

incompleteness or other defect in the information contained in this REOI.

- (b) Metro is not responsible for and will not compensate the Respondent for any costs (whether direct or indirect) incurred by the Respondent in preparing and/or submitting an EOI in response to this REOI or in responding to any requests for clarification from Metro.
- (c) This REOI, and the process outlined in it, does not form any legally binding agreement between Metro and any Respondent and no legally binding relationship will exist between Metro and any Respondent unless and until a formal written agreement with respect to the supply of the Services has been executed between the parties.
- (d) This REOI (and the process outlined in this REOI) must not be construed as making any express or implied representation, undertaking or commitment by Metro that it will enter into an agreement with any person.

3.9 Confidentiality and intellectual property

This REOI remains the property of Metro and may only be used by a Respondent for the purpose of preparing and submitting an EOI, and must not be used for any other purpose. This REOI, and all other documents provided by Metro to a Respondent in connection with this REOI, must be kept confidential by that Respondent.

4 REGISTER OF RESPONDENTS

- (a) Respondents should register their interest in lodging an EOI as soon as possible after issue of the REOI. Respondents must register their interest in writing (including by email) to the Contact Officer in accordance with the contact details on the cover page of this REOI, and clause 4(b). Upon registration, the Respondent will be regarded as a Registered Respondent.
- (b) Respondents should:
 - (i) include "Registration of Interest" on the envelope or in the subject line of the relevant email; and
 - (ii) provide their contact details including address, email and facsimile number,when registering their interest in lodging an EOI.

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- (c) Registered Respondents will be provided with any additional information and updates issued by Metro in relation to this REOI.
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5 LODGEMENT OF AN EOI

5.1 Closing Time

The Closing Date and Time for the submission of EOIs is:

5:00 p.m. Monday, 16th November 2020.

5.2 Lodgement

Metro requires either one (1) paper copy or one (1) electronic copy (by email or on memory stick) of the EOI. The paper copy or memory stick must be enclosed in a sealed envelope marked as follows:

PRIVATE & CONFIDENTIAL

EOI – Supply of Company Uniforms

EOIs must be lodged at, or sent by prepaid post to:

Attention: Glenn Alldis

Contracts & Business Performance Advisor

212 Main Road

Moonah TAS 7009

or provided electronically, by email to:

tenders@metrotas.com.au

5.3 Late EOIs

Any EOI not received by Metro by the Closing Date and Time may be rejected by Metro.

5.4 Extensions

Individual requests for extensions to the Closing Date and Time will not be granted.

6 METRO CONTACT OFFICER

6.1 Clarifications

If the Respondent is in doubt as to the true meaning of any part of this REOI, the Respondent should notify the Contact Officer in writing to obtain clarification prior to the Closing Date and Time and submission of its EOI.

6.2 EOI enquiries

All enquiries from Respondents in relation to this REOI must be made in writing to the Contact Officer. Unauthorised communication by a Respondent, or any employee or agent of a Respondent, with persons other than the Contact Officer, may lead to disqualification of that Respondent's EOI.

6.3 Errors in Request for EOI

Respondents should promptly notify the Contact Officer in writing if they find any discrepancy, error or omission in this REOI.

7 STATEMENT OF COMPLIANCE

- (a) Respondents will be taken to fully agree with and comply with this REOI unless the EOI states otherwise.
- (b) If an EOI does not fully comply with this REOI, the Respondent must include a statement in its EOI specifying each term, condition or requirement with which the Respondent does not comply as well as reasons for that non-compliance or partial compliance.

8 AUSTRALIAN BUSINESS NUMBER (ABN)

The Respondent should provide its Australian Business Number (ABN) with its EOI. If the Respondent does not have an ABN, then the Respondent should state their reason for not having an ABN in its EOI.

9 METRO'S RIGHTS

Metro reserves the right, in its absolute discretion, to:

- (a) vary the terms of this REOI, or the structure, requirements or process referred to in this REOI;
- (b) seek clarification from any Respondent if any aspect of their EOI is ambiguous or unclear;
- (c) provide additional information to all Registered Respondents;
- (d) notify all Registered Respondents of any changes to Metro's requirements or to this REOI generally;
- (e) extend the Closing Date and Time;
- (f) call for new EOIs;

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- (g) not accept the EOI offering the lowest purchase price;
 - (h) not accept an EOI lodged by a Respondent who is not a Registered Respondent;
 - (i) consider or accept, or refuse to consider or accept, non-conforming EOIs at its absolute discretion;
 - (j) not consider any EOI lodged after the Closing Date and Time;
 - (k) not accept any EOI at its absolute discretion; and
 - (l) cancel or suspend this REOI, or the processes outlined in this REOI, at its absolute discretion.

Metro will not be liable or in any way responsible for any loss, damage, cost or expense incurred by the Respondent in the event that Metro exercises any rights referred to in this clause 9.

10 EVALUATION

10.1 Process

The evaluation process will be undertaken with the aim of short-listing Respondents who demonstrate in their EOI that they best meet the requirements of this REOI. EOIs will be evaluated based on the Selection Criteria outlined in clause 10.2 (Selection Criteria).

10.2 Selection Criteria

The following criteria will be used to select a short-list of Respondents who will receive a *Request for Tender* document in the second-stage of the procurement:

- Supply of uniforms:
 - Within 10 business days of order being placed
 - Ability to make alterations and timeliness
 - Ability to provide logos on uniform, how this will be done and timeliness
 - Ability to provide a tax invoice which details uniforms supplied by item, employee and depot.
 - Ability to provide an appropriate range of uniform items and sizes with reference to the current range of items (see Annexure A).

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- Method for supplying uniforms to employees based at Metro's three depots, situated at:
 - Hobart
 - Launceston
 - Burnie
 - Information regarding the quality of materials proposed to be used in the supply of uniform items, having regard to the tasks undertaken by Metro's personnel and the wide range of temperatures experienced in Metro's working environments.
 - Internal (your business) and external (your suppliers) processes to manage and resolve complaints and other issues raised by Metro.
 - How your business proposes to manage variations to pricing over the anticipated three-year period of the contract.
 - Responses provided in the Economic and Social Benefits Statement (see Annexure C).

Please note that pricing is not a consideration in this first stage (Request for Expressions of Interest) of the procurement process. Pricing information will be requested and evaluated only in the second stage (Request for Tenders) of the process.

10.3 Short-list

Metro will invite the short-listed Respondents to participate in Metro's Tender process referred to in clause 10.4 (Tender process). Metro is not required, or in any way obliged, to short-list a certain number of Respondents as a result of the processes contained in this REOI.

10.4 Tender process

- (a) Short-listed Respondents will be invited to submit a detailed Tender in response to a Request for Tender issued by Metro. The Tender will be a more detailed and advanced version of the EOI lodged by the short-listed Respondents and will include additional information, including pricing, as specified in the *Request for Tender* document.
- (b) Short-listed Respondents will be offered an opportunity to make a short presentation in support of their Tender to Metro (in-person or via tele/video-conference) after submitting their Tender. Samples, designs

and materials may be presented at this presentation.

- (c) The purpose of the Request for Tender will be to enable Metro to select a preferred supplier from the short-listed Respondents if an acceptable Tender is submitted.
- (d) A *Request for Tender* setting out the specific requirements for the Tender will be issued to short-listed Respondents only.
- (e) After Tenders are received in response to the *Request for Tender* issued by Metro, the preferred tenderer will be required to enter into a formal contract (or contracts) with Metro on the terms and conditions required by Metro in relation to the supply of the Services.
- (f) No contractual relationship or other obligation arises between Metro and any Respondent or tenderer unless and until a formal contract is signed by both parties. This clause 10.4(f) applies despite any oral or written advice to the Respondent that an EOI or Tender is preferred or successful or has been, or will be, accepted.

ANNEXURE A

CURRENT SPECIFICATIONS OF UNIFORM ITEMS SUPPLIED

For the purposes of submitting an EOI, an indication of your ability to supply a full range of uniform items and sizes is desirable. Extracts from Metro’s current order forms are provided below as an indication of the current range and sizes available to employees.

A1.1 Engineering and Workshops Employee Uniform Order Form

Item Code	Description	Qty	Size								
			XS	S	M	L	XL	2XL	3XL	4XL	5XL
	Hi Vis LS lightweight shirt with tape		XS	S	M	L	XL	2XL	3XL	4XL	
	Hi vis polo with segregated tape		XS	S	M	L	XL	2XL	3XL	4XL	
	Hi vis flying jacket with tape			S	M	L	XL	2XL	3XL	4XL	
	½ zip windcheater with tape			S	M	L	XL	2XL	3XL	4XL	
	Hi vis fisherman’s rib jumper				14	16	18	20	22	24	
	Hi vis reflective jacket – ball tearer			S	M	L	XL	2XL	3XL	4XL	5XL
	Hi vis soft shell jacket			S	M	L	XL	2XL	3XL	4XL	5XL
	Drill trouser with tape – regular	77	82	87	92	97	102				
	Drill trouser with tape – stout				92	97	102	107	112	117	122
	Drill Trousers with Knee and Tape	77	82	87	92	97	102	107	112		
	Hi vis combination overall with tape – regular	77	82	87	92	97	102				
	Hi vis combination overall with tape – stout				92	97	102	107	112	117	122
	Leather belt	77	82	87	92	97	102	107	112	117	122
	Sock Explorer short black	6-10									
	Sock Explorer short black	10-14									
	Sock Explorer short black	3-8									
	Sock Comfort top black	3-8	6-11	11-14							
	Thermal pants – black or blue		XS	S	M	L	XL	2XL			
	Thermal SS top – black or blue		XS	S	M	L	XL	2XL			
	Thermal LS top – black or blue		XS	S	M	L	XL	2XL			
	Blundstone elastic sided boot sizes 6 - 13										

MJA022 high-vis wet weather breathable Jacket Orange/Navy

Size	Code	Qty
Small		
Medium		
Large		
XL		

Size	Code	Qty
2XL		
3XL		
4XL		
5XL		

A1.2 Bus Operator and Administrative Employee Uniform Order Form

Item Code	Description	Qty	Size															
			XS	S	M	L	XL	2XL	3XL	4XL	5XL	6XL	7XL	8XL	9XL			
	Ladies LS polo		XS	S	M	L	XL	2XL	3XL		5XL							
	Ladies SS polo		XS	S	M	L	XL	2XL	3XL		5XL							
	Ladies SS pinfeather shirt blue	6	8	10	12	14	16	18	20	22	24	26	28	30				
	Ladies 3/4 pinfeather shirt	6	8	10	12	14	16	18	20	22	24	26	28	30				
	Ladies 3/4 length blue shirt	6	8	10	12	14	16	18	20	22	24	26	28	30				
	Ladies Madison boat neck top	6	8	10	12	14	16	18	20	22	24	26						
	Ladies Madison SS shirt	6	8	10	12	14	16	18	20									
	Ladies SS dress (bamboo/poly)	4	6	8	10	12	14	16	18	20	22							
	Ladies SS dress (wool/poly)	4	6	8	10	12	14	16	18	20	22							
	Ladies Detroit cargo shorts	4	6	8	10	12	14	16	18	20	22	24	26	28				
	Ladies adjustable waist pant	4	6	8	10	12	14	16	18	20	22	24	26	28	30			
	Ladies adjustable waist short	4	6	8	10	12	14	16	18	20	22	24						
	Ladies short pleat back skirt	4	6	8	10	12	14	16	18	20	22	24	26					
	Ladies relaxed fit skirt	6	8	10	12	14	16	18	20	22	24							
	Ladies bandless skirt short	6	8	10	12	14	16	18	20	22	24							
	Ladies soft shell jacket	8	10	12	14	16	18	20										
	Ladies soft shell vest	8	10	12	14	16	18	20										
	Men's LS polo		S	M	L	XL	2XL	3XL		5XL								
	Men's SS polo		S	M	L	XL	2XL	3XL		5XL								
	Men's pinfeather LS shirt		S	M	L	XL	2XL	3XL	4XL	5XL								
	Men's micro check shirt SS		S	M	L	XL	2XL	3XL	4XL	5XL								
	Men's micro check shirt LS		S	M	L	XL	2XL	3XL	4XL	5XL								
	Men's shadow stripe SS shirt		S	M	L	XL	2XL	3XL	4XL	5XL								
	Men's shadow stripe LS shirt		S	M	L	XL	2XL	3XL	4XL	5XL								
	Men's cargo shorts	72	77	82	87	92	97	102	107	112	117	122	127	132				
	Uni-sex cargo pants	72	77	82	87	92	97	102	107	112	117	122	127	132				
	Men's pleat pants - Regular	77	82	87	92	97	102	107	112	117	122	132						
	Men's pleat pants - Stout	77	82	87	92	97	102	107	112	117	122							
	Men's pants - Regular	77	82	87	92	97	102	107	112	117	122							
	Men's pants - Stout	77	82	87	92	97	102	107	112	117	122							
	Men's Bisley shorts	77	82	87	92	97	102	107	112	117	122							
	Men's soft shell jacket		S	M	L	XL	2XL	3XL		5XL								
	Men's soft shell vest		S	M	L	XL	2XL	3XL	4XL	5XL								
	Leather belt	77	82	87	92	97	102	107	112	117	122							
	Sock Explorer short black	3-8																
	Sock Explorer short black	6-10																
	Sock Explorer short black	10-14																
	Sock Comfort top black	3-8	6-10	10-14														
	Sock walk grey	6-11	10-14															
	Sock pure white cotton	3-8	6-11															
	Lightweight hi-vis vest with zip		S	M	L	XL	2XL	3XL	4XL	5XL	6XL	8XL						
	Reversible hi-vis vest		S	M	L	XL	2XL	3XL	4XL	5XL	6XL	8XL						
	Uni-sex knitted V-neck vest	14	16	18	20	22	24	26	28									
	Uni-sex knitted V-neck jumper	14	16	18	20	22	24	26	28									
	Ladies V-neck cardigan	14	16	18	20	22	24	26	28									
	Metro cap		One size fits all															
	Beanie		One size fits all															
	Men's clip on tie		One size fits all															

Item Code	Description	Qty	Size
	Award lace up shoes (soft) up to UK size 12		
	Titan lace up shoe (hard) up to UK size 16		
	Ladies - new balance black up to US size 9		
	Men's - new balance black up to US size 16		

MJA022 high-vis wet weather breathable Jacket Orange/Navy

Size	Code	Qty	Size	Code	Qty
Small			2X large		
Medium			3X large		
Large			4X large		
X large			5X large		

ANNEXURE B

EOI Form

TO: METRO TASMANIA PTY LTD (ACN 81 467 281) (Metro)

EXPRESSION OF INTEREST

The Respondent named and described below hereby submits an Expression of Interest (EOI) in relation to the supply of company uniforms described below, subject to the conditions of the *Request for Expressions of Interest* issued by Metro and to which this EOI is subject.

EOI Information

Closing Date and Time:	5.00 p.m. Monday, 16 th November 2020
EOI Description:	This EOI is for the supply of company uniforms in accordance with the <i>Request for Expressions of Interest</i> issued by Metro Tasmania Pty Ltd dated 30th October 2020 (REOI), including the Specifications contained in that REOI.
Respondent's Details	
Legal Name (including details of any trust, if the Respondent is the trustee of a trust):	
ACN and/or ABN:	
Address:	
Preferred Telephone No.:	
Email Address for notices:	
Contact Person (Name & Title)	

This EOI comprises:

- a. This EOI Form; and
- b. A statement outlining how the EOI addresses each of the Selection Criteria in clause 10.2 (Selection Criteria) of the REOI;

By signing this EOI Form, the Respondent:

- a. Acknowledges that the Respondent does not rely upon any warranty or representation made by or on behalf of Metro, and has relied entirely upon its own enquiries and inspections in respect of the subject of its EOI;
- b. Warrants that it has examined this REOI and any other information made available in writing by Metro to Respondents in connection with this REOI;
- c. Has satisfied themselves as to the correctness and sufficiency of their EOI; and
- d. Agrees that its EOI is compliant with the REOI.

Signed by _____

Print name

Print authority to submit EOI

for and on behalf of the Respondent:

Signature

ANNEXURE C

Tasmanian State Government's *Buy Local Policy* Economic and Social Benefits Statement

Metro Tasmania Pty Ltd (Metro) as a State-owned company, has adopted the Tasmanian Government's *Buy Local Policy* (v.6 July 2020). The full policy can be found at: <<https://www.purchasing.tas.gov.au/Documents/Buy-Local-Policy.pdf>>

Introduction

Metro is committed to ensuring expenditure on goods and services provides a corresponding benefit to the Tasmanian community, where possible.

As part of this commitment, suppliers should provide an *Economic and Social Benefits Statement* (Statement) about the potential positive impact on the Tasmanian economy and wider community of being awarded a contract. These broader economic and social benefits of procurement are taken into account as part of Metro's value-for-money considerations.

Suppliers do not necessarily need to be a Tasmanian business. The origin of a supplier is only one contributing factor, among many. What is important is the benefit a supplier can bring to the Tasmanian community. For example, a supplier who is located outside Tasmania could still provide a local benefit by using a Tasmanian-based workforce. The use of local contractors and manufacturers in the supply chain also supports the Tasmanian economy.

In preparing this Statement, a supplier should also consider any specific factors or desirable localised outcomes described by an agency that are relevant to the procurement opportunity.

The Statement will be used to evaluate your overall submission. **It will contribute a minimum of twenty-five per cent (25%) of the procurement evaluation.** If you do not provide a Statement, you will receive a zero weighting for Economic and Social Benefits evaluation criteria.

Economic and Social Benefits Statement

Detail how you will have a positive impact on the Tasmanian community or economy. You should answer all questions below and provide as much information as you think necessary (*note - the response boxes will expand to accommodate your answer*).

Where possible, provide details such as actual numbers of staff and their location and the value of goods or services purchased to support your claims.

Are you a Tasmanian SME*? Do you employ Tasmanians?

Insert your answers here (*refer Guidance information below*).

Guidance information (may be deleted): Below are some examples you may consider including in response to this question:

- Are you a Tasmanian SME?
- How many Tasmanian jobs will be supported by this procurement activity?
- How many people do you employ in Tasmania?
- Provide an estimate of the number of labour hours worked by Tasmanian-based employees versus other employees.
- Would any new Tasmanian jobs be created by the proposed contract - how many?
- If you are not a Tasmanian SME, will you be setting up a local Tasmanian office and employing local staff?

Where are the goods or services to be used in the contract sourced from?

Insert your answers here (*refer Guidance information below*).

Guidance information (may be deleted): Below are some examples you may consider including in response to this question:

- Does your business provide all the goods and services identified in your submission?
- If not, will the goods or services identified in your submission be provided by or sourced from Tasmanian SMEs? If possible, provide a list.

-
- *Provide an estimate of the value of locally sourced goods and services versus imported.*
 - *Outline how your submission will incorporate local products, services and capabilities.*

Opportunity for Tasmanian SME* involvement

Insert your answers here (refer Guidance information below).

Guidance information (may be deleted): Below are some examples you may consider including in response to this question:

- *Will you source components of your offer from other Tasmanian SMEs or sub-contractors? If possible, provide details.*
- *How will you identify and engage with sub-contractors or other Tasmanian SMEs to deliver the contract? Will you use existing supply chains or advertise sub-contracting or supply opportunities? Will you liaise with local industry groups?*
- *Are there opportunities to transfer skills to a Tasmanian SME or sub-contractor?*

Broader social and economic opportunities

Insert your answers here (refer Guidance information below).

Guidance information (may be deleted): Below are some examples you may consider including in response to this question:

- *Are there any other benefits that your organisation or this specific contract will provide to the Tasmanian economy?*
- *Will this contract lead to new skills or expertise being developed within Tasmania?*
- *Will trainees or apprentices be appointed? If yes, how many and in which profession?*
- *Does your organisation provide opportunities for pathways to employment for disadvantaged Tasmanians?*
- *Do you support the Tasmanian community, for example through formal support, sponsorship, volunteering or in-kind support?*

Local innovative solutions

Insert your answers here (refer *Guidance information below*).

Guidance information (may be deleted): Below are some examples you may consider including in response to this question:

- *Does your submission involve adding value to imported goods or services through local development or innovation?*
- *Is your organisation developing strategies to provide goods or services to the Tasmanian economy that have historically been imported from interstate or overseas?*
- *Does your organisation offer any innovative solutions that might benefit the broader Tasmanian community and economy? Provide details.*

Completed and endorsed

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Name and position

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Signature

...../...../.....

Date

*Tasmanian SMEs are Tasmanian businesses employing fewer than 200 people.