



EAST GIPPSLAND
CATCHMENT
MANAGEMENT
AUTHORITY

**INVITATION FOR
EXPRESSION OF INTEREST**

**CONTRACTOR PANEL FOR THE
PROVISION OF GOODS AND SERVICES**

**EAST GIPPSLAND CATCHMENT MANAGEMENT
AUTHORITY**

CONTRACT EGCMA 158

1 July 2020 TO 30 JUNE 2023

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PART A – EXPRESSION OF INTEREST BRIEF

1 INTRODUCTION

The East Gippsland Catchment Management Authority (the Authority) is seeking expressions of interest (EOI) from suitably qualified contractors to provide goods and services to deliver Authority works. The works are to commence from the 1st July 2020 and extend until 30th June 2023.

This brief describes and outlines the goods and services required by the Authority.

Please submit PART B only including the following sections:

- Company Details
- References
- OH&S Management System questionnaire
- EMS & Cultural Heritage questionnaire
- Relevant Pricing Schedule – Tables 1 to 6
- Terms of Reference answer sheet

2 BACKGROUND

The Authority provides for the integrated management of land, biodiversity and water resources in the region. The Authority also has responsibility for the planning and delivery of river health works.

The East Gippsland Catchment Management region is comprised of 2.2 million hectares of land, lakes and coastal waters out to 5.5 kilometres, in the eastern most part of Victoria. The region covers about 10% of Victoria as shown in Figure 1.

The Authority is one of ten Catchment Management Authorities (CMAs) throughout Victoria established under the *Catchment and Land Protection Act 1994* and the *Water Act 1988*. The CMAs report to the Minister for Water and the Minister for Energy, Environment and Climate Change.

3 SCOPE

The Authority manages the region as four basins, the Mitchell, Nicholson/Tambo, Snowy and Far East basins. For the purposes of this EOI, the Authority has also split the region into lower and upper areas to reflect costs and timing to contractors. Upper and lower catchment areas are defined in Figure 1.

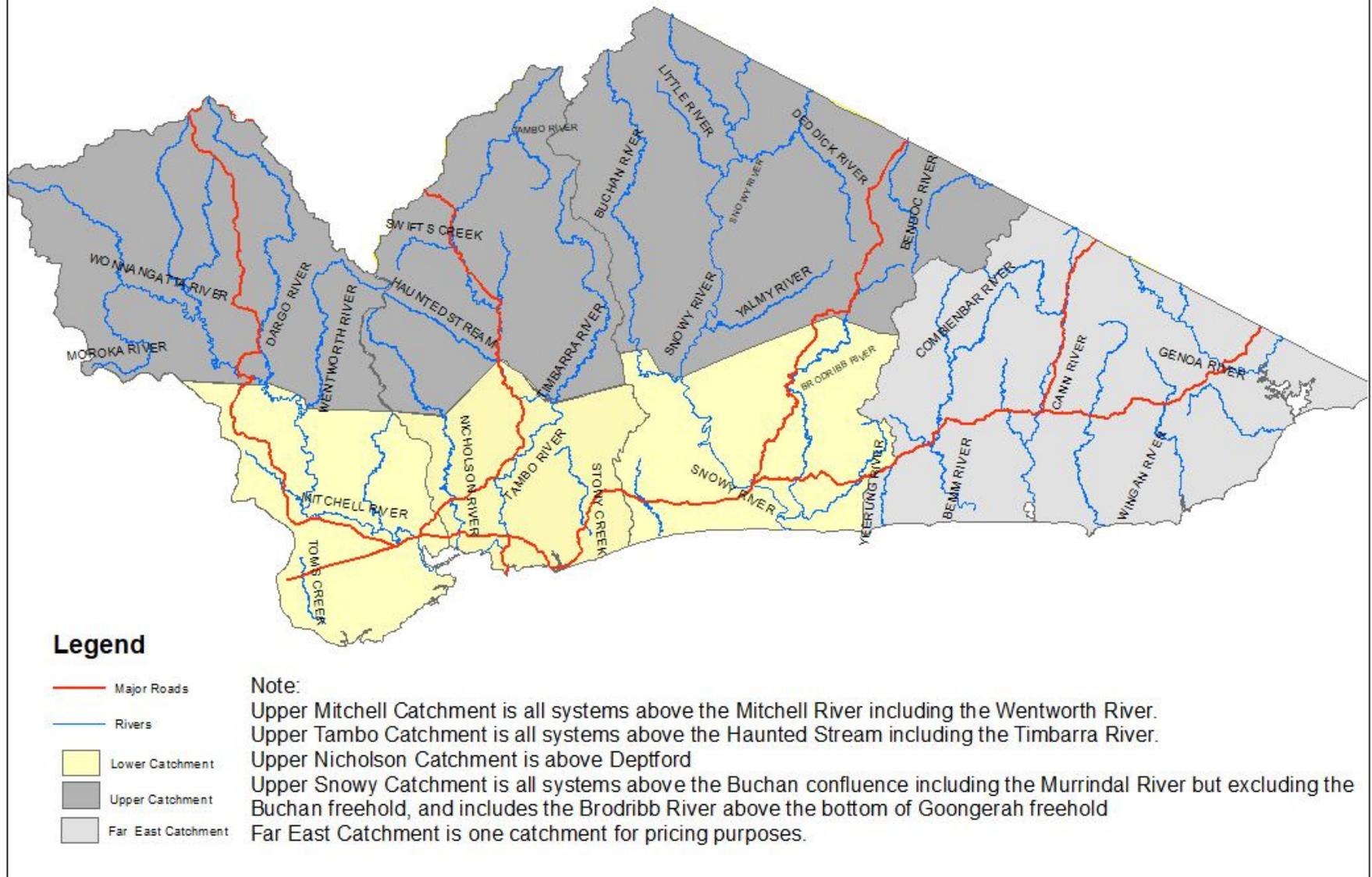
4 INDICATIVE TIMETABLE

Please note: this timetable provides Responders with an indication of the timing of the EOI process. The timetable is indicative only and may be changed by the organisation.

Activity	Date
EOI issued	Monday 22 June 2020
EOI briefing	Thursday 2 July 2020
End of period for questions or requests for information	5.00pm Wednesday 8 July 2020
Closing time for EOI response	5.00pm Friday 17 July 2020
Intended completion of evaluations of EOI	Friday 7 August 2020
Intended formal notification of successful Responders	Friday, 21 August 2020

Note: The EOI briefing session will be held via Microsoft Teams. Details of how to register are available from the Tenders page on the EGCA web site (<https://egcma.com.au/contact-us/jobs-and-tenders/>)

FIGURE 1: MAP OF EAST GIPPSLAND CATCHMENT DISTRICT



5 GOODS AND SERVICES

The Authority requires the following goods and services over the next three years:

- Willow and weed control (including remote work)
- Revegetation
- Machinery and equipment hire
- Fencing
- Supply of native plants and seed
- Supply of rock

5.1 WILLOW AND WEED CONTROL

The general services required by the Authority to undertake willow and weed control include:

- Willow and weed control on waterways using best practice management (cut and paint, stem injection and foliar spray)- Please note that remote willow and weed control will require specialised equipment and crews
- Site preparation for revegetation sites
- Remote Willow and Weed Control
- Site maintenance (spraying and weeding)

5.2 REVEGETATION

The general services required by the Authority to undertake revegetation include:

- Planting of native plants and tube stock and the erection and installation of tree guards (if required)
- Direct seeding of native plant species
- Revegetation site preparation (spraying and weeding)

5.3 MACHINERY AND EQUIPMENT HIRE

The general services required by the Authority to undertake machinery and equipment hire include:

- Excavators and operators in the 5 to 30 tonne range
- Attachments such as 4-in-1 buckets, log grabs, pile drivers, harvesters and long reach excavators
- Wheeled machines e.g. loaders, excavators
- Steel bodied trucks and trailers suitable for carrying rock up to 1m diameter
- Trucks and floats with capabilities of transporting plant, equipment and materials up to 30 tonnes
- Barges suitable for construction of fish habitats, driving piles and carrying and unloading rock
- Boats in survey and suitable for carrying personnel and conducting inspections
- Firefighting trailers / Watercarts for burning willow heaps
- Mowers and small machinery

5.4 FENCING

The general services required by the Authority to undertake fencing include:

- Supply of materials and experience in rural fence construction and maintenance
- Sound knowledge and understanding of a variety of fencing techniques

5.5 SUPPLY OF NATIVE PLANTS & SEED

The general services required by the Authority include:

- Supply of bulk orders of native plants and forestry tube stock
- Sourcing of seed to match specified species and provenance of our region
- Supply of bulk orders of native seed
- Delivery options to work sites throughout the region

5.6 SUPPLY OF ROCK

The general services required by the Authority include:

- Supply of graded (D50 avg.350mm) and quarry rock

6 CONDITIONS

The conditions around this EOI include:

- Acceptance onto the panel does not guarantee work from the Authority
- Price structures will be reviewed annually for the term of the panel
- The Authority reserves the right to source additional contractors through appropriate procurement procedures during the period should circumstances lead to a lack of contractor capacity in any part of our program. For example, this could occur during a major flood event.
- The Authority reserves the right to source additional contractors through appropriate procurement procedures during the period should circumstances lead to a lack of skill in any part of our contractor base. This could occur, for example, in a change to the program not foreseen.

7 ENVIRONMENTAL SUSTAINABILITY & PROTECTION

The Authority is committed to reducing its environmental footprint. The Authority has supporting procedures and an Environmental Resource Smart Sustainability Strategy. These documents assist the Authority in reducing its environmental footprint.

Contractors engaged by the Authority must:

- work closely with Authority Works Coordinators to understand the *Environment Protection and Biodiversity Conservation Act 1999*
- work closely with Authority Works Coordinators to understand the *Aboriginal Heritage Act 2006 & 2016 amendments*
- demonstrate knowledge and processes for the management of weed hygiene practices.

Additionally, contractors engaged by the Authority could assist by:

- using well maintained plant & equipment to maximise fuel efficiency and reduce greenhouse emissions
- recycling batteries, tyres, etc at designated sites
- using appropriate storage and disposal of chemical containers
- maintaining best practice pollution and waste control procedures.

8 OCCUPATION HEALTH AND SAFETY (OH&S)

The Authority is committed to providing, so far as is reasonably practicable, a work environment that is safe and without risks to health for all employees, contractors and others who enter our work areas. This commitment extends to all contractors for all projects.

This will be achieved through:

- careful selection of contractors and liaison with them to ensure that hazards are identified, assessed, controlled and monitored
- conducting site & performance audits, and
- investigating all incidents and prompt implementation of corrective actions.

Contractors are required to have in place an OH&S system which demonstrates compliance with the *Victorian Occupational Health and Safety Act 2004* and current regulations.

Additionally, contractors will be required to abide by Authority's OH&S Standards relating to the task they have been engaged to complete. The Authority aims to ensure that all of its employees and contractors have the necessary knowledge and skills to undertake their work in a safe and healthy manner.

Prior to engagement on the panel, contractors are required to demonstrate to the Authority that they have an appropriate OH&S management system and can verify its implementation in practice. Contractors will be required to comply with contract specific OH&S requirements outlined in their letter of engagement. Any compliance costs associated with the Authority's expectations should be built into the offered price, minimising pressures for under-compliance at the delivery stage.

The basis of the Authority's OH&S expectations is that the contracted party will have a competent formalised OH&S Management System overlaid with information from the Authority's OH&S Contractor Standards developed for the range of tasks that are typically undertaken on the Authority's behalf. A copy of the relevant OH&S Standards is attached to this invitation. The Authority has OH&S Standards for the following tasks:

- STD001 Manual Weeding
- STD002 Chemical Weed Control
- STD003 Operating Machinery
- STD004 Planting
- STD005 Working Outdoors
- STD006 Fencing

For further information in relation to the Authority's OH&S Standards please contact Neil Woodward on 0417 309 729 or email nwoodward@egcma.com.au

The Authority's OH&S Risk Register records prior experience of known hazards; and identifies a range of controls that the Authority expects contractors to meet or exceed. This information is provided to contractors in the form of the OH&S Standards. The objective is to assist contractors in identifying hazards that may arise in conducting the works and advising contractors of the Authority's minimum expectations to be met when carrying out those works.

Submitted EOI documentation must clearly demonstrate the following elements in regard to OH&S.

COMPLIANCE WITH HEALTH AND SAFETY LEGISLATIVE REQUIREMENTS

As a minimum requirement, respondents must comply with all applicable legislation relating to occupational health and safety. The *Victorian Occupational Health and Safety Act 2004* is the principal legislation. There are, however, other Acts, Regulations, Codes of Practice and Australian Standards that impose specific OH&S requirements that may be relevant to the contract works.

DEMONSTRATE EVIDENCE OF AN EFFECTIVE OPERATIONAL OH&S MANAGEMENT SYSTEM

The applicants OH&S management system must demonstrate compliance with the employer duties section of the *Victorian Occupational Health and Safety Act 2004* including those relating to the public. In general terms these duties mandate that the employer and its employees are able to carry out their work in safe workplaces, using proper and safe plant and substances, using systems of work that are safe and providing adequate instruction, training and supervision.

COMPLETE EOI OH&S MANAGEMENT SYSTEM QUESTIONNAIRE

Applicants are required to complete a questionnaire that evaluates the status of their OH&S management system. Applicants are required to demonstrate how the relevant system elements operate within their organisation and that they can support their claims with documentary evidence.

UNDERTAKE A RISK ASSESSMENT

Applicants must commit to preparation of a Risk Assessment prior to commencing any Authority project they are engaged to complete. The Risk Assessment requires the contractor to identify the hazards associated with the project, assess the risks and develop appropriate control measures using the Hierarchy of Control. The applicant must commit to take into account the controls defined in the Authority's OH&S Standards for the task being undertaken. The risk assessment should be undertaken in the form of a Safe Work Method Statement (SWMS), regardless of whether the preparation of a SWMS is or is not a legal requirement (i.e. for defined High Risk Construction Work).

DEVELOP HEALTH AND SAFETY COORDINATION PLAN [FOR MAJOR CONTRACTS ONLY]

When deemed to be a major contract, applicants must commit to prepare and submit a Health and Safety Coordination Plan (H&SCP) prior to commencing the contract. The H&SCP outlines the structure and means by which health and safety will be managed by the Contractor for the term of the contract. The H&SCP will consider the specific OH&S issues relevant to the contract works and will document the systems and methods implemented to effectively manage OH&S risks. (H&SCP are a legal requirement for all contracts costing \$350,000 or more).

OH&S PERFORMANCE REPORTING

Applicants must commit to providing the Authority when requested with reports on OH&S performance relating to the project works or services. Any notices/orders/prosecutions by WorkSafe against the company in the previous 5 years must be provided to the Authority as part of the EOI submission.

OH&S INCIDENT NOTIFICATION

Applicants must commit to notify the Authority of any incident (including near miss), injury, property or environmental damage associated with the provision of contract works or services within a maximum of 24 hours of an incident occurring.

NON-COMPLIANCE

The Authority has the right to suspend or terminate the contract works if in its opinion, the contractor fails to remedy breaches of OH&S within a reasonable timeframe during delivery of the contract.

CAPABILITY

Applicants must be able to demonstrate the capability of meeting all OH&S responsibilities listed in section 9 of this document

8.1 PRE-QUALIFIED APPLICANTS (MACHINERY AND EQUIPMENT HIRE ONLY)

Applicants may be pre-qualified if the company's health and safety management system is registered with an accredited 3rd party organisation or government agency e.g.: DELWP, Vic Roads. Evidence of this prequalification must be provided with the EOI submission.

8.2 INSURANCE AND LICENCES

Contractors with employees must have a current WorkCover worker's compensation policy and all contractors must have public liability insurance. Any insurances, licences or qualifications that are due to expire either before commencement, or during the course of a contract, are to be renewed to ensure that currency is maintained.

The Respondent shall note that on acceptance to the Authority's panel, copies of insurance and licences relevant to the EOI must be provided when requested.

Further to and in consideration of the above, the Contractor shall:

- a) Maintain a public liability policy of insurance for an amount of not less than \$10 million
- b) Ensure that the public liability policy of insurance includes as a name insured the Crown in the Right of the State of Victoria, its servants and agents, the East Gippsland Catchment Management Authority, its servants and agents and independent contractors employed by the Crown and/or the Department.
- c) Ensure that the public liability policy of insurance includes a cross-liability clause and waiver of subrogation for the name insured at (b) above.
- d) Ensure that they have a current Commercial Operators License for weed control activities

8.3 OH&S PROJECT MANAGEMENT

Most projects will be for a single service provision; The Contractor will be required to produce a safe work method statement (SWMS) for each project. This must be submitted to the Authority for review at least one month prior to commencement of the project and be approved by the Authority prior to work. The contractor will be required to work with the Authority to complete a Contract Health and Safety Coordination Plan for deemed major contracts or large-scale high-risk construction projects where mandated under the Occupational Health & Safety Regulations. The contractor is required to ensure that all employees are inducted into their own safety management system. A specific project induction prior to the commencement of works will be conducted by the contractor in conjunction with the Authority's Works Coordinator.

The Authority will conduct random OH&S audits. Any non-conformances observed by the Authority during the OH&S audit process must be rectified by the contractor within specified timeframes. Significant or repeated non-conformances will be recorded and considered in the future appointment of projects. Significant non-conformances will result in immediate stand down.

All incidents (including near misses) must be reported to the Authority's Works Coordinator within a maximum of 24 hours of an incident occurring. If a workplace incident has caused serious injury or death or it is a notifiable incident in accordance with the *Victorian Occupational Health and Safety Act 2004*, WorkSafe Victoria must be contacted in accordance with the legislation. A copy of the written notification provided to the regulator must also be provided to the Authority within 24 hours of notifying WorkSafe. An investigation report must be completed and provided to the Authority within 48 hours unless otherwise agreed.

Portable toilet facilities will be the responsibility of the Contractor and should be arranged with the Authority's Works Coordinator and should be included as an hourly rate in the pricing schedule.

Contractors wishing to work outside normal hours including weekends must obtain prior approval from the Authority's Works Coordinator before the project commences.

8.4 FIRST AID

The contractor is to have appropriate first aid resources for the duration of the projects works and a nominated qualified First Aid Officer is to be recorded on the SWMS. A minimum of two current Level 2 First Aid Certificate holders must be present on the project site while works are in progress.

8.5 COMMUNICATION

As part of the Authority's project management procedure, daily communication with the Authority's Works Coordinator is a requirement when a contractor is on a project site. This includes daily check in and check out texts or phone calls. Remote work will require a demonstrated ability and technology to maintain daily contact through an Iridium Two-Way text device.

8.6 PLANT AND EQUIPMENT

All plant and equipment are to be fit for the purpose for which it is intended, and all operators are to have the relevant competencies and skills and appropriate licences on site at all times, to operate it. All items of plant must be inspected daily before first use and will be maintained in good condition. Documented evidence of such inspections must be provided when requested. Any plant found to be not in a safe condition will be removed from site and replaced at the contractor's expense.

8.7 PERSONAL PROTECTIVE EQUIPMENT (PPE)

All contractors are required to ensure employees are issued with appropriate personal protective equipment in accordance with the relevant Australian Standards and the Authority's OH&S Standards where applicable. PPE found to be not in a fit for purpose condition will be removed from site and replaced at the contractor's expense.

In all catchments, crews may be working remote from vehicle support for short periods. Crew clothing, equipment, and camping equipment should be lightweight, compact, and food should be non-perishable and lightweight. PPE and clothing provided for all crew should be suitable for working in all weather conditions likely to be encountered in the works area during the contract period. Wet weather gear should be waterproof, and warm clothing should be suitable for sub-zero temperatures and retain its insulating properties when wet.

8.8 PUBLIC SAFETY

Public safety is to be a paramount consideration at all times. All machinery is to be left in a safe condition to not present a hazard to the public. No trenches or openings are to be left unattended. All works are to be appropriately barricaded and adequate measures undertaken to prevent unauthorised access to the work site.

8.9 TOTAL FIRE BANS & FIRES

No work will be undertaken on work sites on days of Total Fire Ban. If a Total Fire Ban is declared, an Authority's Works Coordinator will advise the Contractor and no payment will be made for that day.

If prior notice is given by an Authority's Works Coordinator (the night before) that a worksite is in an area on the Vic Emergency website covered by a '*watch and act*' or higher advice, no works will be undertaken, and no payment will be made.

If works have commenced for the day and a '*watch and act*' or higher advice is issued for an area that contains the work site, contractors must stop work and immediately follow the exit plan as per the emergency evacuation plan.

When this occurs, payment will be paid at the labour rate for the contractor for three hours or for the actual time worked (whichever is greater) based on the daily docket.

8.10 STAND DOWN IN EMERGENCIES

In accordance with the Authority's policy, we reserve the right to suspend work and possibly evacuate staff on any project until further notice. In the event of this occurring, the Authority will endeavour to redeploy contractors to a different work location. If this is not possible, they will be compensated for the completion of that day to a maximum of 8 hours per employee at the labour rate only.

8.11 EMERGENCY RESPONSE MANAGEMENT

The contractor must have an appropriate and established Emergency Response Plan to manage emergencies (proactively and reactive). A project SWMS and site-specific Emergency Response Plan is required before the commencement of each project. Plans must include detail of the work methods and control systems proposed to manage the work and address identified risks. Documentation demonstrating compliance to systems will be required. The Emergency Response Plan must be site-specific and contain worksite location, evacuation points, nearest emergency contacts, employee emergency contacts and a communications plan. An assured 24/7 means of contact with the Authority (e.g. Garmin In Reach) must be maintained during the life of a remote project, and an EPIRB/PLB must be carried by each work team.

9 SERVICE REQUIREMENTS

Relevant sections of the detailed service requirements need to be addressed for each of the goods and services you are providing. Some common service requirements apply to all projects undertaken and as such should be costed into the EOI.

SPATIAL DATA

Spatial information is required for all projects including:

- GPS coordinates for all willow and weeds treated
- Daily start and finish GPS coordinates
- Photographs with GPS coordinates of sample representation of works.

INVOICING & DAILY DOCKETS

Contractors are required to submit invoices at fortnightly intervals. All invoices are to be fully GST compliant (**the Authority will not pay any other charges outside the quoted rates**).

Invoices are to include:

- Date of service
- Clearly identify hours and, hourly rate, number of staff, items of plant and location where work had been carried out. (this should be reflective of the daily dockets)
- EGMA project number
- Full name, address, ABN and contact details of provider
- The amount of GST
- Invoices should be sent via post or email to accounts@egcma.com.au with a copy emailed to the Project Coordinator
- All daily dockets must include the start and finish time, breaks recorded, number of staff listed, site name and number, the item of plant, the hours worked and location of work. The daily dockets are to be submitted by the contractor the Authority's Works Coordinator weekly, and will be reflected on the invoice

9.1 WILLOW AND WEED CONTROL

9.1.1 CHARGE RATES

An hourly rate is required for the offer of services for weed and willow control. The hourly charge rate for one person includes all travel, food, camping, rest and meal breaks, accommodation and equipment required to deliver the project. Cost of chemicals will be reimbursed by the Authority on supply of evidence of purchase and following reconciliation of daily chemical use records for each project (refer to 9.1.4)

The charge rate must be an hourly rate that includes:

- remote communication equipment (2-way iridium text device, Satellite phone or EPIRB/PLB- for remote work only)
- GPS units
- first aid
- camping
- 4WD
- quick spray units
- rafts, canoes or boat
- axe or hand tools
- report writing and
- be inclusive of hours worked only (daily docket must reflect this)

Work will be paid once onsite of the project; travel to and from the site will not be paid by the Authority.

Example: 1 crew physically working on project site from 8.30am to 5pm with ½ hour for lunch equates to 8 hours worked = 8 hours x hourly rate (inclusive of all costs). Travel time going to and from the site is not included in the hours worked and will not be paid.

9.1.2 REMOTE WORK

The Authority also requires contractors to undertake remote work-primarily for willow control. Remote work will be charged at the same rate submitted by the contractor for the upper catchment areas. Remote Willow and Weed control works are classified as remote work that is isolated from assistance because of location, time or the nature of the work. Remote Willow and Weed control works are undertaken in terrain away from assistance and communities, often on 4-wheel drive accessible only tracks.

This work encompasses walking in steep remote terrain for up to 5 days. Carrying all supplies, requiring contractors to be self-sufficient while working away with appropriate transport, camping equipment, meals, required chemicals and PPE equipment and tools. Remote work also requires contractors to have a demonstrated ability and technology to maintain daily contact through an Iridium Two-Way text device and have an EPIRB or personal locator beacon (PLB) on hand.

Contractors undertaking remote works are also required to have proven competency and experience in working in remote conditions before being engaged by the Authority. Working in remote areas can be physically and mentally challenging due to the isolation of working and camping in demanding conditions for up to 5 nights. Contractors without demonstrated experience will not be accepted for this type of work.

Remote work requires additional equipment and skills. Contractors planning to undertake remote work will require the following (this is in addition to the willow and weed control list requirements):

- Demonstrated ability and technology to maintain daily contact through an Iridium Two-Way text device
- An EPIRB or personal locator beacon (PLB)
- Live independently with limited access for an extended period
- Camping and travelling with limited opportunities for additional supplies
- Equipped four-wheel drives to transport employees and equipment
- Be prepared to be airlifted for inaccessible sites (if required)

Work will be paid once onsite of the project, travel to and from the start location will not be paid by the Authority. Start locations for remote Willow Control works will be determined by the Authority's Works Coordinator prior to works commencing for the purpose of invoicing.

Example: 1 crew physically working on site from 8.30am to 5pm with ½ hour for lunch equates to 8 hours worked = 8 hours x hourly rate (inclusive of all costs). Travel time going to and from the site is not included in the hours worked and will not be paid.

9.1.3 REPORT WRITING

Report writing must be included in the hourly rate. This will include gathering spatial information with GPS equipment and record sheets with the expectation that there will be a final report produced that may take 2-3 hours to complete at the end of each project. Final tax invoices will not be approved for payment until the project report is received and approved by the Authority.

9.1.4 CHEMICAL SUPPLY

The cost of chemicals used will be reimbursed by the Authority on supply of evidence of purchase and following reconciliation of daily chemical use records for each project. Costs for reimbursement must be included in the final invoice for the project.

9.1.5 WARRANTY RETREATMENT

Contractors will be required to treat or re-treat the target species (at the contractor's own expense) in the event of less than a 90% kill rate. The selection of technique, in each case shall be undertaken by the contractor, in consultation with the Authority's Works Coordinator.

9.2 REVEGETATION

9.2.1 CHARGE RATE

Revegetation activities consist of either planting tube stock or direct seeding. Rates are required for each of these.

Tube Stock Rates

- plant forestry tube stock in riparian areas – per plant rate
- transport plants from selected nursery to site – hourly rate (include maximum number of plants that can be carried per load)
- install guard around tube stock – per plant rate
- watering plants – hourly rate

Direct Hand Seeding Rates

- direct hand seeding in riparian areas – hourly rate
- site preparation – hourly rate

Contractors may also like to consider the following when developing rates:

- Steep and slippery banks
- Planting forestry tube sized plants
- Vehicle to access sites (preferably 4WD)
- Communications (phones)
- Planting equipment
- GPS units
- Purchasing appropriate PPE for staff
- Maintenance costs of Equipment
- Travel to and from individual work sites within project areas

9.2.2 REPORT WRITING

Report writing must be included in the per plant rate. This will include gathering spatial information including numbers of each species planted at each site and site locations with GPS equipment and record sheets with the expectation that there will be a brief report provided to the Authority. Final tax invoices will not be approved for payment until the report is received and approved by the Authority.

9.3 MACHINERY AND EQUIPMENT HIRE

9.3.1 OCCURRENCE

Hire of privately-owned machinery and equipment for Authority projects may only occur on an intermittent basis, or as directed by the Authority. The Authority does not allow for subcontracting of works to occur.

9.3.2 GENERAL HIRING CONDITIONS

- The machinery and equipment are hired at the rate shown in the schedule (Refer to Table 2). All hourly hire rates must exclude GST and include all overheads (i.e. accommodation, travel, meals) for districts quoted, calculated with a starting time at the nominated project work site.
- All portions of a day worked will be paid in proportion to the agreed hiring rate to the nearest half hour
- The hiring period is approximate only and subject to variation
- Hire of machinery and equipment (excluding trucks) shall commence at the time of delivery to the Authority's work site on the date specified by the Authority's Works Coordinator
- The Authority reserves the right to terminate the hire of any plant and/or operator at any time without notice and without being in default, if the services or the operation of the plant is considered to be unsatisfactory.
- The Contractor may withdraw equipment from a job only after sufficient notice has been given for the job to be brought to a stage which the Authority considers to be safe and satisfactory for progress to be suspended.
- If the Contractor fails to carry out a hiring agreement when called upon to do so, or fails to proceed continuously with carrying out a hiring agreement, or on any other breach of an agreement, the Authority may, without notice, and without prejudice to any rights of the Authority, act on failure or breach and terminate the agreement.
- The Authority will only allow dry hire of plant and equipment at its discretion and permission must be sought in writing prior to engagement. Invoicing will not be accepted for machinery when not in use due to breakdown or mechanical fault.

The Contractor, unless otherwise stated, shall:

- Deliver the plant in good working order and maintain it in that condition at their own expense.
- All plant and road transport vehicles must comply with the requirements of the Victoria Motor Car Act, Transport Regulation Act and Regulations.
- Comply with all reasonable directions of the Authority's Works Coordinator
- Be liable for all damage or undue wear caused by or arising out of his failure to adequately lubricate and maintain the hired plant.
- Have all repairs and maintenance of the plant carried out expeditiously, and, as far as practicable, either outside normal working hours or during periods of stand down.
- At the contractor's expense ensure the machinery and equipment and keep the same insured during the period of hire, against damage, loss or theft. No hire shall be payable by the Authority whilst the plant is rendered idle by damage, loss or theft.

9.3.3 WORKING RATE

The Authority normally works eight hours per day and five days a week. Payment will therefore be generally based on an hourly rate for up to eight hours per day and for up to five days a week. Fractions of hours worked will be paid in proportion to the hourly hire rates to the nearest half hour.

Time worked in excess of the hours specified above for each normal working day and all time worked during other days or on public holidays will be paid for at the hourly rate as specified. The Authority will meet an increase in fuel

cost only once the pump price exceeds 20% from July 1st each year of the Agreement and only for the period the price stays above the 20% threshold.

9.3.4 WET WORK

Wet work rates will be paid at the discretion of the Authority's nominated representative for tracked vehicles only when they are operating in the bed of the river, with the tracks in the water (to a depth of half the tracks), or into and out of the water with reasonable regularity such that the tracks are constantly wet. The wet work rate is an additional \$10 per hour.

Wet work rate will not be paid for work in the bed of the river when the tracks are largely dry, or the bed is less than 250mm below the water level.

9.3.5 WET WEATHER

Generally, payment for the hire of machinery and equipment will only be made under the scheduled rates. However, in circumstances where plant is rendered idle due to wet weather in the course of a day's work, payment will be made at the labour rate for three hours for the operator and offsider if they arrive at the work site and it has been closed down.

Where an Authority's Works Coordinator gives prior notice (the night before) of no work due to wet weather no payment will be made.

9.3.6 TOTAL FIRE BANS & FIRES

No work will be undertaken on work sites on days of Total Fire Ban. If a Total Fire Ban is declared, an Authority's Works Coordinator will advise the Contractor and no payment will be made for that day.

If prior notice is given by an Authority's Works Coordinator (the night before) that a worksite is in an area on the Vic Emergency website covered by a '*watch and act*' or higher advice, no works will be undertaken, and no payment will be made.

If works have commenced for the day and a '*watch and act*' or higher advice is issued for an area that contains the work site, contractors must stop work and immediately follow the exit plan as per the emergency evacuation plan. When this occurs, payment will be paid at the labour rate for the contractor for three hours or for the actual time worked (whichever is greater) based on the daily docket.

9.3.7 FLOATING CHARGES

The Authority shall bear the cost of transporting the contracted plant from:

- the contractor's nominated depot to the work site, based on an agreed time lapsed assessment at planning stage
- from site to site, including the cost of travel for the low loader and prime mover from the contractor's nominated depot to the pickup site and for the return trip
- the Authority will not bear the cost of transportation of machinery to or from worksites where that machinery is rejected prior to the commencement of works due to non-conformance with the EOI specifications.

9.3.8 CARTAGE

Trucks delivering project materials will be charged from the nominated depot to the work site and return at the hourly rate based on an agreed time lapsed assessment at project induction stage.

9.4 FENCING

9.4.1 CHARGE RATE

Hourly rates are required as the offer of services for fencing. The hourly rates are for:

- a two-person team
- an extra labourer
- machinery

The hourly charge rate includes all travel, food, camping, mealtimes, accommodation and equipment required to deliver the project. The charge rate must include:

- Delivery of materials, debris clean up, tractor and post driver
- remote communication equipment (Spot device, Satellite phone or EPIRB)
- GPS units
- first aid
- camping
- 4WD
- axe or hand tools and
- be inclusive of hours worked only (daily docket must reflect this)

9.5 SUPPLY OF NATIVE PLANTS & SEED

9.5.1 CHARGE RATE

9.5.1.1 NATIVE PLANT SUPPLY

The rate is for the supply of native plants at an average per plant rate at the nursery door inclusive of local provenance seed/cutting collection. Seed collection is at the expense of the grower. Plants are sourced as forestry tube stock with preference to locally sourced indigenous riparian species and provenance.

In addition to the supply of plants, the Authority is requiring the transportation at an hourly rate (please separate from per plant rate – provide separately taking into consideration upper and lower sections of the region).

Contractors may like to consider the following when developing a per unit price:

- Local provenance
- Species selection
- Cuttings / seeds
- Return of trays system
- Identification tags for all trays
- Capacity to transport
- Available species selection

9.5.1.2 NATIVE SEED SUPPLY

The rate is for the supply of native seed and is to be averaged at a per kilogram rate for seed mix. This cost is to include the following:

- Collection of seed throughout the Catchment
- Local Provenance
- Relevant riparian species mix
- Treatment and preparation of seed mix

9.6 SUPPLY OF ROCK

9.6.1 CHARGE RATE

The rate is for the supply of rock for a per tonne rate at the quarry gate. Respondents must nominate quarry locations, types of product and availability. The most common rock required for Authority works is D50 with an average of 350mm; however, other sizes are required from time to time. Rock must be provided and loaded onto trucks quickly in order to keep trucks and projects working continuously.

10 CONTRACTOR RESPONSIBILITIES

The Contractor shall be responsible for the following:

- (a) Completing a SWMS, incorporating the mandatory requirements of the Authority's OH&S Standards for the relevant task and where mandated the relevant sections of the OH&S Co-ordination Plan. When first commencing work on a new project, all listed project staff are to be confirmed. Once confirmed, the Contractor or their site Coordinator and any employees are to discuss and complete the remaining sections of the SWMS. The SWMS relative to on-ground projects must be aligned to the preliminary site risk assessment. All project workers must sign the SWMS confirming they have the necessary skills and competency to complete the tasks and that they understand all the content and procedures as documented.
- (b) Completing other OHS documentation as required by the Authority on a daily basis throughout the project.
- (c) The contractor is required to ensure that all staff are inducted based on the SWMS and/or OH&S Co-ordination Plan (if applicable). The induction is to be recorded on the SWMS and a copy is to be retained by the contractor and one signed copy handed to the Authority's Works Coordinator.
- (d) In accordance with *Part 5 Construction OH &S Regulations 2007* all contractors and employees will have completed the relevant industry induction e.g. (Construction Industry Induction card).
- (e) Complying with all the Contractor's occupational health and safety policies, procedures and systems to ensure the control of potential injuries, illness, damage to plant, equipment and the environment.
- (f) Meet with the requirements of all-relevant Acts, Regulations, Compliance Codes and Codes of Practice, Australian and industry and Authority OH&S Standards and ensure that employees observe them at all times.
- (g) Ensure that all levels of supervisors are competent, qualified and have received adequate and appropriate training to administer that task/job.
- (h) Implement proper systems of reporting, recording, investigation of all injuries and damage with a view to preventing re-occurrences.
- (i) Ensure that employees have the necessary skills, qualifications and capacity to carry out the various tasks required of them.
- (j) Adhere to any other health and safety requests made by the Authority in their endeavours to prevent accidents or incidents occurring in the workplace.
- (k) Payment of all wages, overtime, camping allowances and travelling expenses of the operator and of any other personnel necessary for the efficient delivery of the project.
- (l) Obtaining all approvals, permits and licences including Traffic Management Plans, dial before you dig information, Memorandum of Consent (Vic Roads) and payment of all taxes, duties, charges and fees applicable from time to time in connection with work under the contract.
- (m) Notification to the Authority Works Coordinator immediately of any change of operator.
- (n) Provision of plant which has all safety equipment and guards in accordance with manufacturers' specifications and all relevant Australian Standards and other regulations, including ROPS and FOPS protection systems where appropriate.
- (o) Expense of all fuel, oil, grease and spare parts and anything necessary for the continuous and satisfactory operation of the plant.
- (p) Supply and carry oil / chemical spill kits suitable for oil spills in waterways and land-based spills.
- (q) Management of the plant and equipment so that it will be ready to commence operation at the time when other works start on the job and to operate plant maintenance and training systems.

- (r) Provision for replacement of damaged equipment including plant and vehicles.
- (s) Work the plant continuously as required during the period of hire.
- (t) Fitting and keeping operational, lights and turn indicators on all automotive plant equipped with pneumatic tyres in accordance with the Transport Act and Regulations.
- (u) Ensuring that when unattended the plant is in a safe condition and not to be or liable to become a safety hazard
- (v) Provide all signage that is appropriate for the works being undertaken. Signs must meet Australian Standards. It will be the contractor's responsibility to put up and take down the signs daily
- (w) Provide and ensure a compliant fire extinguisher is on any project site.
- (x) Vehicle weed hygiene is to be included in the daily pre starts
- (y) For Weed Contractors, they are required to keep on site their chemical spray records which are required to be provided to the Authority for chemical reimbursement.

11. TERMS OF REFERENCE

Applicants should address the following Terms of Reference:

11.1 OCCUPATION HEALTH & SAFETY, ENVIRONMENTAL MANAGEMENT SYSTEM & CULTURAL AWARENESS

- Complete OH&S questionnaire on Pages 21-23
- Complete EMS questionnaire on Page 24
- Complete Aboriginal Cultural Awareness questionnaire on Page 25-26

11.2 OPERATOR EXPERIENCE / PERFORMANCE & TECHNICAL SKILLS

- Indication of previous works done by operators. i.e. have they done this type of work previously and how long have they been operating the machine.

11.3 TRACK RECORD

- Brief list of previous clients and works undertaken

11.4 PLANT & EQUIPMENT

- Is the plant and equipment reliable and what type of field backup is available
- Do you have your own mechanic or outsource repairs?
- Does it look neat and clean?

11.5 MANAGEMENT / ACCOUNTING

- Who will be responsible for overseeing works?
- Invoices are paid monthly. Can your business accommodate this?

11.6 PERFORMANCE & AVAILABILITY

- Ability to do the job within a specified time frame i.e. back up machines, extra crew, longer hours
- Indication of notice required for commencement of works. i.e. two days, one week, one month.

11.7 PRICING SCHEDULE

Opportunity will be provided for successful contractors to submit new prices for each subsequent financial year.

12 SUBMISSION OF EXPRESSION OF INTEREST (EOI)

The Authority reserves the right to appoint one or more contractors to our panel. Pre-qualification by a 3rd party of the contractor's Occupational Health & Safety Management System does not necessarily mean automatic appointment to the panel.

Please Note:

- Terms of Reference to be brief, in dot point only and must not exceed 120 words.
- No further attachments are to be provided
- Only list employees likely to be used on EGCMA projects, others can be added later if required
- Rates listed on table provided to be exclusive of GST

EOI submissions MUST be received by the Authority by **5pm on Friday 17th July 2020**.

Submissions may be lodged by any of the following methods:

- mailed to the address provided below
- emailed to tenders@egcma.com.au

Please note: due to coronavirus restrictions, submissions **cannot** be hand delivered to the Tender Box at 574 Main Street, Bairnsdale

Late EOI submissions will not be accepted.

Please submit PART B only including the following sections:

- Company Details
- References
- OH&S Management System questionnaire
- EMS & Cultural Heritage questionnaire
- Relevant Pricing Schedule – Tables 1 to 6 (Only list single items of plant with the same rate i.e. 20t Excavator \$xxx)
- Terms of Reference answer sheet

All submission must be marked:

**EOI –Contract EGCMA 158
East Gippsland Catchment Management Authority
PO Box 1012
Bairnsdale Victoria 3875**

For further information please contact Neil Woodward, Monitoring Coordinator at East Gippsland Catchment Management Authority on 0417 309 729 or email: nwoodward@egcma.com.au

PART B - APPLICANTS SUBMISSION

CONTRACT NO. EGCMA 158

EXPRESSION OF INTEREST – CONTRACTOR PROVISION OF GOODS & SERVICES

COMPANY DETAILS:

COMPANY NAME						
SERVICE OR GOODS SUPPLIED SELECT MORE THAN ONE IF REQUIRED	WILLOW & WEED CONTROL	MACHINERY & EQUIPMENT HIRE	FENCING SERVICES	SUPPLY OF ROCK	REVEGETATION	SUPPLY OF NATIVE PLANTS & SEED
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABN NUMBER						
MAILING ADDRESS						
REPRESENTATIVE CONTACT						
NAME ON COMMERCIAL OPERATOR LICENCE (CHEMICAL CONTROL OF WILLOW AND PEST PLANTS ONLY)				COL NUMBER:		
PHONE NUMBER						
FAX NUMBER						
MOBILE NO						
EMAIL ADDRESS						

REFERENCES:

Please provide the following information for the three (3) most recent contracts completed by the Contractor. Please do not include EGCMA. If there are two (2) projects with the same client, different contacts are required for each project.

	PROJECT 1	PROJECT 2	PROJECT 3
TYPE OF WORKS			
DATE COMPLETED			
CLIENT			
CONTACT NAME			
PHONE NUMBER			



OH&S MANAGEMENT SYSTEM QUESTIONNAIRE

This questionnaire forms part of the Authority's EOI evaluation process and is to be completed by applicants and submitted with their offer. The objective of the questionnaire is to provide an overview of the status of the applicants' OH&S management system and form the basis of further audit. Applicants will be required to verify their responses noted in their questionnaire by providing evidence of their ability and capacity in relevant matters if they meet pre-qualification requirements and before they are accepted on the Authority's contactor panel.

Certification	
The information provided in this questionnaire is an accurate summary of the Contractors' OH&S management system.	
Organisation	
Name:.....	
Plant hire	
Status of Occupational Health & Safety Management System (please tick as appropriate)	
<input type="checkbox"/> 3 rd party accredited OH&SMS (specify.....)	
<i>Provide a copy of your current certificate of accreditation and findings from your last external Safety Audit</i>	
<input type="checkbox"/> To be assessed by East Gippsland Catchment Management Authority	
<u>(complete remainder of questionnaire in total)</u>	
Willow and Weed Control	
Audit Status	
Has your company/business had a Department of Environment, Land Water and Planning (DELWP) audit completed in the last 3 years? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Signed:.....	Name:.....
Position:.....	Date:.....
Contract Details	
Contract Name: Panel for the provision of contractor goods and services	Contract Number. EGCMA 158

OH&S MANAGEMENT SYSTEM QUESTIONNAIRE

Important- If successful in pre-qualifying as a panellist, prior to being engaged to do any works, you will be asked to provide a full electronic copy of your Safety Management System including examples of the completed documents listed below. You will also receive a visit to your office to verify these documents and their use.

1	OH&S Policy and Management			
1.1	Does the company/business have a written OH&S policy? If yes, provide a copy of the policy (not the Manual)	Yes		No
1.2	Has the company/business previously had an OH&S Management System certified/accredited by a recognised independent authority? If Yes provide details	Yes		No
1.3	Does the company/business have a written OH&S Management System manual or plan?	Yes		No
1.4	Are OH&S responsibilities clearly identified for all levels of staff? i.e. roles and responsibilities	Yes		No
2	Safe Work Practices and Procedures			
2.1	Has the company/business undertaken a Safe Working Method Statement (SWMS) for previous works undertaken?	Yes		No
2.2	Has the company/business prepared safe operating procedures or safe work procedures relevant to its operations?	Yes		No
2.3	Does the company/business have any permit to work systems?	Yes		No
2.4	Is there a documented incident reporting and investigation procedure?	Yes		No
2.5	Are there procedures for identifying, assessing and controlling hazards associated with plant?	Yes		No
2.6	Are there procedures for storing and handling hazardous substances (including fuels and paints), and for cleaning spills?	Yes		No
2.7	Are there procedures for identifying, assessing and controlling risks associated with hazards, especially plant operated/owned by the contractor and manual handling?	Yes		No
2.8	Does the company/business have a Safety Officer who visits work sites on a regular basis?	Yes		No
3	OH&S Training			
3.1	Describe how OH&S training is conducted in your organisation. Provide a list of training courses offered and attended by employees. (Attach a separate list)			
3.2	Are records maintained for all training and induction programs undertaken for employees in your organisation?	Yes		No
3.3	Have construction workers completed Construction Safety Awareness Training?	Yes		No

3.4	Detail licences that employees hold to operate machinery and equipment. (attach a separate list) - Note: Where appropriate, copies of licences will be requested prior to commencement of any works for the Authority.			
4	OH&S Workplace Inspection			
4.1	Are regular OH&S inspections at worksites undertaken?	Yes		No
4.2	Are standard workplace inspection checklists used to conduct OH&S inspections?	Yes		No
4.3	Is there a procedure by which employees can report hazards at workplaces?	Yes		No
5	OH&S Consultation			
5.1	Is there a workplace OH&S committee?	Yes		No
5.2	Are there elected health and safety representatives?	Yes		No
5.3	Are employees involved in decision making around OH&S matters?	Yes		No
5.4	Does the company/business have an issue resolution process?	Yes		No
6	OH&S Performance Monitoring			
6.1	Is there a system for recording and analysing OH&S performance? Comments.	Yes		No
6.2	Are employees regularly provided with information on your organisation's OH&S performance?	Yes		No
6.3	Has the company/business experienced any work-related fatalities or serious injuries leading to permanent disability in the last five years? If yes, please provide details.	Yes		No
6.4	Have the company/business or individuals been served any Worksafe Notices (Improvement & Prohibition) in the last (5) years? If yes, please provide details.	Yes		No
6.5	Has the company/business or individuals ever been prosecuted for an occupational health and safety offence? If Yes, provide details:	Yes		No
7	Incident Management and Emergency Preparedness			
7.1	Does the company/business have an incident management and emergency preparedness policy and procedure?	Yes		No
7.2	Does the company/business conduct emergency response training? How frequently? Include what percentage of staff have received this training. (e.g.: first aid, fire, spills, vehicle incident)	Yes		No

ENVIRONMENTAL MANAGEMENT SYSTEM QUESTIONNAIRE

Through the Victorian Governments' *Our Environment, Our Future- Sustainability Action Statement*, all Government departments and agencies will lead by making the environment central to their planning, operations and policy decisions. The Authority is committed to reducing our environmental impacts by adopting an environmental policy, setting key objectives and targets, developing an environmental management strategy to achieve our goals, and monitoring and reporting our achievements. Through the delivery of their annual operations program, applicants will be asked to demonstrate their commitment to improving the sustainability of their operations.

1	Does your company/business have an environmental management policy?	Yes		No
2	Does your company/business have operating procedures or specific instructions relevant to environmental management?	Yes		No
3	Is there a documented environmental incident investigation procedure?	Yes		No
3	If your response was No to 1, 2, or 3, what approach is your company/business taking towards environmental issues? Comment			
4	Has your company/business undertaken any other initiatives in reducing its environmental impact? Comment			
5	Do you have an Environmental Management Plan which demonstrates the minimum knowledge required to undertake works on behalf of the Authority including:	Yes		No
	Weed hygiene protocols	Yes		No
	Cultural heritage procedures	Yes		No
	Works on Waterways procedures	Yes		No
	Environmental Protection & Biodiversity Conservation laws	Yes		No
6	Are records of all training and induction programs maintained in regard to environmental management undertaken for your employees?	Yes		No

CULTURAL HERITAGE MANAGEMENT AND INDIGENOUS BUSINESS PROFILE QUESTIONNAIRE

Due to the nature of our works along waterways, job sites are almost always situated within the “Cultural Sensitivity” zone that extends to 200 meters either side of all designated waterways in the State of Victoria, as defined by the *Aboriginal Heritage Act 2006* and the *Aboriginal Heritage Regulations 2018*. In consequence, high levels of competency and awareness of compliance with the regulations, as they relate to the delivery of the services detailed within this contract, is expected of all contractors. Further information can be obtained from <https://w.www.vic.gov.au/aboriginalvictoria/heritage.html>

Contractors must be able to demonstrate that they have systems in place for managing works within sites of high cultural sensitivity, including:

- Appropriately trained personnel
- Systems for reporting and managing the potential discovery of artefacts, or items suspected of being an artefact, as required by law.

Further to aspects relating to cultural heritage and site management, the East Gippsland Catchment Management Authority is committed to the development of Victorian Aboriginal businesses, or businesses that provide opportunities for the employment and development of indigenous skills within the region.

Accordingly, please respond to the following questions.

	Yes	No
<p>1. Is your business a Victorian Aboriginal business? <input type="checkbox"/> <input type="checkbox"/></p> <p>If yes, please attach copies of accreditation certificate(s) or other documentary evidence to support your current situation.</p> <p>Victorian Aboriginal business means a business that:</p> <ul style="list-style-type: none"> (i) is at least 50 per cent Aboriginal and/or Torres Strait Islander-owned; (ii) undertakes commercial activity; and (iii) operates and has business premises in Victoria 		
<p>2. Is your business a Victorian Aboriginal business that provides opportunities for the employment and development of indigenous skills within the region? <input type="checkbox"/> <input type="checkbox"/></p> <p>If yes, please attach copies of accreditation certificate(s) or other documentary evidence to support your current situation.</p>		

TABLE 1A

PRICING SCHEDULE – WILLOW AND WEED CONTROL FOR THE PERIOD 01/07/2020 TO 30/06/2023 (NOT INCLUDING REMOTE WORK – REFER TABLE 1B)

The hourly hire rates MUST EXCLUDE GST and INCLUDE all overheads i.e. (accommodation, travel, meals, equipment, chemical) and any establishment costs, for districts quoted and must be calculated with the starting time at the nominated project work site.

Rate is to be based on an 8-hour working day per person with all equipment unless authorised by Works Coordinator (i.e. 4WD Vehicle, quick spray, quad bike, boat, axe, chainsaw, backpack, phones, chemicals, etc). Accommodation, travel and meals must all be included in this one fixed hourly rate.

Note:

- Upper Mitchell Catchment is all systems above the Mitchell River including the Wentworth River
- Upper Tambo Catchment is all systems from Swifts Creek confluence. Upper Tambo Catchment also includes the Timbarra River and Haunted Stream
- Upper Nicholson Catchment is above Deptford
- Upper Snowy Catchment is all systems above the Buchan confluence including the Murrindal River but excluding the Buchan freehold, and includes the Brodribb River above the bottom of Goongerah freehold.
- Far East Catchment is one catchment for pricing purposes.

Basin	Mitchell		Tambo / Nicholson		Snowy		Far East
	Upper	Lower	Upper	Lower	Upper	Lower	
Hourly Rate (working) GST exclusive. All overheads inclusive							
Hourly Rate per person.	\$	\$	\$	\$	\$	\$	\$

List of plant and equipment available to deliver projects:		

TABLE 1B

PRICING SCHEDULE – REMOTE WILLOW AND WEED CONTROL FOR THE PERIOD 01/07/2020 to 30/06/2023

Remote Willow and Weed control works are classified as remote work that is isolated from assistance because of location, time or the nature of the work. Remote Willow and Weed control works are undertaken in terrain away from assistance and communities, often on 4-wheel drive accessible only tracks (refer to Section 9.1.2).

The hourly hire rates MUST EXCLUDE GST and INCLUDE all overheads i.e. (accommodation, travel, meals, equipment, chemical) and any establishment costs, for districts quoted and must be calculated with the starting time at the nominated project work site.

Rate is to be based on an 8-hour working day per person with all equipment unless authorised by Works Coordinator (i.e. 4WD Vehicle, quick spray, quad bike, boat, axe, chainsaw, backpack, phones, chemical etc). Accommodation, travel and meals must all be included in this one fixed hourly rate.

Note:

- Upper Mitchell Catchment is all systems above the Mitchell River including the Wentworth River
- Upper Tambo Catchment is all systems from Swifts Creek confluence. Upper Tambo Catchment also includes the Timbarra River and Haunted Stream
- Upper Nicholson Catchment is above Deptford
- Upper Snowy Catchment is all systems above the Buchan confluence including the Murrindal River but excluding the Buchan freehold, and includes the Brodribb River above the bottom of Goongerah freehold
- Far East Catchment is one catchment for pricing purposes.

Basin	Mitchell		Tambo / Nicholson		Snowy		Far East
Hourly Rate (working) GST exclusive. All overheads inclusive	Remote		Remote		Remote		Remote
Hourly Rate per person for up to 5-day tour (away from home)	\$		\$		\$		\$

List of plant, equipment & workers competencies to deliver remote willow and weed projects:		

TABLE 2:

PRICING SCHEDULE – REVEGETATION FOR THE PERIOD 01/07/2020 to 30/06/2023

All hourly hire rates MUST EXCLUDE GST and INCLUDE ALL OVERHEADS i.e. (accommodation, travel, meals) for districts quoted, calculated with a starting time at the nominated project work site.

Note:

- Upper Mitchell Catchment is all systems above the Mitchell River including the Wentworth River
- Upper Tambo Catchment is all systems from Swifts Creek confluence. Upper Tambo Catchment also includes the Timbarra River and Haunted Stream
- Upper Nicholson Catchment is above Deptford
- Upper Snowy Catchment is all systems above the Buchan confluence including the Murrindal River but excluding the Buchan freehold, and includes the Brodribb River above the bottom of Goongerah freehold
- Far East Catchment is one catchment for pricing purposes.

Items	Unit price (\$) GST exclusive						
	Mitchell		Tambo/Nicholson		Snowy		Far East
	Upper	Lower	Upper	Lower	Upper	Lower	
Per plant rate	\$	\$	\$	\$	\$	\$	\$
Per guard – Large Deer Guard	\$	\$	\$	\$	\$	\$	\$
Per guard – Small Carton Guard	\$	\$	\$	\$	\$	\$	\$
Hourly labour rate (watering plants)	\$	\$	\$	\$	\$	\$	\$
Hourly rate (including vehicle) for the transport of plants from the nursery to worksite (include maximum number of plants that can be carried per load)	\$	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$	\$

TABLE 3

PRICING SCHEDULE – MACHINERY AND EQUIPMENT HIRE FOR THE PERIOD 01/07/2020 to 30/06/2023

All hourly hire rates MUST EXCLUDE GST and INCLUDE ALL OVERHEADS i.e. (accommodation, travel, meals) for districts quoted, calculated with a starting time at the nominated project work site.

Note:

- Upper Mitchell Catchment is all systems above the Mitchell River including the Wentworth River
- Upper Tambo Catchment is all systems from Swifts Creek confluence. Upper Tambo Catchment also includes the Timbarra River and Haunted Stream
- Upper Nicholson Catchment is above Deptford
- Upper Snowy Catchment is all systems above the Buchan confluence including the Murrindal River but excluding the Buchan freehold, and includes the Brodribb River above the bottom of Goongerah freehold
- Far East Catchment is one catchment for pricing purposes.

Plant Type	Description of plant						Hourly Rate (working) GST exclusive						
	Make	Model	Year	Reg No.	Capacity	Attachments	Mitchell		Tambo/Nicholson		Snowy		Far East
							Upper	Lower	Upper	Lower	Upper	Lower	
							\$	\$	\$	\$	\$	\$	\$
							\$	\$	\$	\$	\$	\$	\$
							\$	\$	\$	\$	\$	\$	\$
							\$	\$	\$	\$	\$	\$	\$
							\$	\$	\$	\$	\$	\$	\$
Water cart rate							\$	\$	\$	\$	\$	\$	\$
Labour rate							\$	\$	\$	\$	\$	\$	\$
Crosscut rate							\$	\$	\$	\$	\$	\$	\$
Faller rate							\$	\$	\$	\$	\$	\$	\$

TABLE 4

PRICING SCHEDULE – FENCING SERVICES FOR THE PERIOD 01/07/2020 TO 30/06/2023

All hourly hire rates MUST EXCLUDE GST and INCLUDE ALL OVERHEADS i.e. (accommodation, travel, meals) for districts quoted, calculated with a starting time at the nominated project work site.

Note:

- Upper Mitchell Catchment is all systems above the Mitchell River including the Wentworth River
- Upper Tambo Catchment is all systems from Swifts Creek confluence. Upper Tambo Catchment also includes the Timbarra River and Haunted Stream
- Upper Nicholson Catchment is above Deptford
- Upper Snowy Catchment is all systems above the Buchan confluence including the Murrindal River but excluding the Buchan freehold, and includes the Brodribb River above the bottom of Goongerah freehold
- Far East Catchment is one catchment for pricing purposes.

Plant Type	Description of plant						Hourly Rate (working) GST exclusive						
	Make	Model	Year	Reg No.	Capacity	Attachments	Mitchell		Tambo/Nicholson		Snowy		Far East
							Upper	Lower	Upper	Lower	Upper	Lower	
Labour rate – 2-person team							\$	\$	\$	\$	\$	\$	\$
Labour rate – extra person							\$	\$	\$	\$	\$	\$	\$
Machinery rate							\$	\$	\$	\$	\$	\$	\$
							\$	\$	\$	\$	\$	\$	\$
							\$	\$	\$	\$	\$	\$	\$
							\$	\$	\$	\$	\$	\$	\$
							\$	\$	\$	\$	\$	\$	\$

TABLE 5

PRICING SCHEDULE – SUPPLY OF NATIVE FORESTRY TUBE STOCK & SEEDS FOR THE PERIOD 01/07/2020 TO 30/06/2023

All rates MUST EXCLUDE GST and INCLUDE ALL OVERHEADS.

Note:

- Upper Mitchell Catchment is all systems above the Mitchell River including the Wentworth River
- Upper Tambo Catchment is all systems from Swifts Creek confluence. Upper Tambo Catchment also includes the Timbarra River and Haunted Stream
- Upper Nicholson Catchment is above Deptford
- Upper Snowy Catchment is all systems above the Buchan confluence including the Murrindal River but excluding the Buchan freehold, and includes the Brodribb River above the bottom of Goongerah freehold
- Far East Catchment is one catchment for pricing purposes.

Items	Cost (\$) GST exclusive						
	Mitchell		Tambo/Nicholson		Snowy		Far East
	Upper	Lower	Upper	Lower	Upper	Lower	
Forestry Tube Seedling – 50mm x 50mm x 120mm	\$	\$	\$	\$	\$	\$	\$
Forestry Tube Cutting – 50mm x 50mm x 120mm	\$	\$	\$	\$	\$	\$	\$
Seed Collection and supply per kilo	\$	\$	\$	\$	\$	\$	\$
Hourly rate (including vehicle) for the transport of plants from the nursery to worksites throughout East Gippsland (include maximum number of plants that can be carried per load)	\$	\$	\$	\$	\$	\$	\$

TERMS OF REFERENCE ANSWER SHEET

1. OH&S and Environmental Management Systems

Response

2. Operator Experience / Performance & Technical Skills, please include previous river health project experience

Response

3 Track record

Response

4. Plant & Equipment

Response

5. Management & Accounting

Response

6. Performance & Availability

Response