



# CitiPower Pty Ltd, Powercor Australia Ltd and United Energy Distribution Pty Ltd

## **PART B – Tender Response**

**Name: 2023 Non-network solution for P3 sites**

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# 1. Tenderer Information

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Tenderer information	
Trading name:	
Registered name:	
Australian Company Number:	
Australian Business Number:	
Address of registered office:	
Incorporated in Victoria (Yes/No):	

Contact details	
Name of contact person:	
Position title:	
Address:	
Email:	
Telephone number:	
Mobile:	

The Tenderer accepts all the provisions contained in this Tender, including **Part A – Invitation to Tender**, and offers to supply the goods and/or provide the services in accordance with this Tender documentation.

The Tenderer warrants that they have full understanding of the requirements set out in the Tender documents and that no actual or potential conflicts of interest in connection with this Tender exist.

### Signed for and on behalf of the Tenderer

.....  
**Signature**

.....  
**Name (printed)**

.....  
**Date:**

### in the presence of:

.....  
**Signature (Witness)**

.....  
**Name (printed)**

## 2. Collusive Tendering Statutory Declaration

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Tenderer to complete Declaration:

I, .....of .....

in the State of .....

do solemnly and sincerely declare that in relation to the Tender Number: .....

THAT

1. I hold the position of .....and am duly authorised by ..... ("the Tenderer") to make this declaration on its behalf.
2. Neither the Tenderer nor any of its servants or agents has entered into any contract, arrangement or understanding to pay moneys or provide any benefits to any trade association, arising out of or in relation to any contract resulting from the Request for Tender apart from the normal amount (annual subscription, turnover or contract fee) imposed by that trade association.
3. Neither the Tenderer nor any of its servants or agents had any knowledge of the price or approximate price range of any other Tenderer prior to submitting its Request for Tender nor has the Tenderer or any of its servants or agents disclosed to any rival Tenderer the Tenderer's tender price prior to the closing date for Request for Tender's.
4. The Tenderer submitted its Request for Tender in good faith and has not deliberately set its Request for Tender price in order to enhance the Request for Tender price of other Tenderer's.
5. As at the date of this declaration, the Tenderer intends to do the work set out in the Request for Tender.
6. Neither the Tenderer nor any of its servants or agents has entered into any contract, arrangement or understanding for the purpose of paying to or providing any unsuccessful Tenderer or any person any moneys or any benefits or fulfil any undertaking which is a consequence of any collusive tendering circumstance in relation to the Request for Tender or any contract resulting from the Request for Tender.

AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the legislation relating to the making of Statutory Declarations in the State or Territory of Australia where the Statutory Declaration is made rendering persons making a false declaration punishable for wilful and corrupt perjury.

.....  
**Signature**

.....  
**Name (printed)**

.....  
**Date:**

**in the presence of:**

.....  
**Signature (Witness)**

.....  
**Name (printed)**

### 3. Scope of Services Compliance

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The Tenderer shall set out below, or annex to this sheet, a tabulated statement showing clearly and in order of the relevant clauses, all departures from the requirements / requested service types as detailed in **Part A - B. Scope of Services**

Section Number	Section Title	Nature and reason for Departure

## 4. Questionnaire

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NOTE: max **500** words for each question

### 1. Commercial and Legal

- 1.1 Provide details of your ownership structure and whether this is public, private or a subsidiary. Please provide details supporting your response.

- 1.2 If you have employees, how many permanent employees does your company currently have in the state where the services will be undertaken? Include information on proposed sub-contractors.

- 1.3 Provide details of any current or anticipated legal proceedings issued or reasonably likely to be issued, greater than \$100,000 against the company and/or the company's Directors in relation to any contract or other arrangement involving work of a similar nature to the Scope of Services. Please provide details supporting your response including claims and legal proceedings that have been settled, withdrawn or determined in the last two years.

- 1.4 Provide financial details for the past three years (including the Parent Company) of your company Balance Sheet, Profit and Loss Statements and Cash flow Statements. Please provide details supporting your response.

### 2. Health, Safety & Environment

- 2.1 Provide details of your organisation's occupational health and safety systems, policies and procedures. Provide evidence of any accreditations held.

- 2.2 Provide details of your company's environmental systems, policies and procedures including an Environmental Policy and accreditations.

### 3. Capability & Experience

- 3.1 Demonstrate that you have are capable to provide the Services included in the Scope of Services.

- 3.2 Demonstrate relevant experience with reference to past and current projects in similarity of scale or nature.

- 3.3 Provide details of external resources (other businesses/suppliers/subcontractors) to be engaged in connection with the provision of the products and services. Detail the relationship and the period of time in which the relationship has been established.

#### 4. Methodology

- 4.1 Provide details of the methodology proposed to be used in the provision of the goods and/or services. Detail timelines, methodology, resources etc.

- 4.2 Provide details of your business structure and the business units relevant to the delivery of the products or services.

#### 5. Innovation and Value Add

- 5.1 Tenderer's may offer additional services, for example, financial incentives, discount rebates, etc. by completing the below form in accordance with the Selection Criteria.

#### 6. Modern slavery

- 6.1 Does your organisation have a policy or process that prohibits modern slavery including all forms of forced labour, bonded labour and human trafficking in its operations and in those of its supply chain (ie suppliers, contractors and subcontractors)?

- 6.2 Does your organisation have policies and processes to identify, investigate and remedy the risk and any instances of modern slavery within your organisation?

- 6.3 Does your organisation undertake checks to ensure child labour is not being used within its organisation or within its supply chain (i.e. suppliers, contractors and subcontractors)?

- 6.4 Does your organisation provide training to its employees on modern slavery risk?

- 6.5 Does your organisation conduct due diligence for modern slavery risks on supply chain (i.e. suppliers, contractors and subcontractors)?

- 6.6 Does your organisation require its suppliers to conduct due diligence for modern slavery risks on their supply chain (i.e. suppliers, contractors and subcontractors)?

- 6.7 Does your organisation retain any original identity related documents of workers (e.g. passports, birth certificates, national identity cards)?

6.8 Does your organisation require workers to lodge any 'security deposits' (this could include financial or personal property) or pay any recruitment fees?

6.9 Does your organisation deduct wages, impose monetary fines, and/or withhold pay or pay entitlements of workers? This includes fines for misconduct and poor production.

6.10 Does your organisation provide a written contract to its workers in a language they understand, where terms of employment including wage rates and hours of work are clear?

6.11 Where accommodation is provided to your organisation's workers (for example, dormitories, hostels or other forms of shared accommodation), are regular checks conducted to ensure that the living conditions are adequate and meet legal requirements (for example, fire safety, space, temperature, lighting, sanitary facilities, privacy, ventilation)?

6.12 Where accommodation is provided, are the organisation's workers free to leave at will?

6.13 Are the organisation's workers free to lawfully resign their employment without restriction or penalty?

6.14 Are your organisation's workers paid their legal pay entitlements, on time and provided with pay slips clearly showing how wages have been calculated and details of any deductions?

6.15 Does your organisation provide mechanisms for its workers to anonymously raise concerns related to labour conditions or workplace grievances and access appropriate remedy?



## 5. Pricing

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Pricing shall be submitted in a **separate** document **B1. Solution capability & cost** excel spreadsheet.



## 6. References

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Provide information of nominated customer organisations to which they are currently and/or past providing/provided services of similar scope and complexity.

Organisation	Brief Description	Start Date	End Date	Value (\$AUD)	Client Contact Name and Phone
1.					
2.					
3.					

Note: Tenderers shall insert additional lines where required to provide an indication of all current & past contracts.