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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PROJECT OFFER INFORMATION** | | | | | | | | | | | | | | |
| **Project Name:** | |  | | | | | | | | | | | | |
| **Project Number:** | |  | | | | | | | | | | | | |
| (please quote Project No. when responding) | | | | | | | | | | | | |
| **Client’s Contact Officer:** | |  | | | | | | | **Phone:** | |  | | | |
| **Email:** | |  | | | | | | | | | | | | |
| **Offer lodgement address:** | | **hardcopy offer:**  (if applicable) | | | | [*The Queensland Government Offer Box*  *C/o Decipha Pty Ltd*  *2 Duncan Street, West End QLD 4101]* | | | | | | | (Please ensure that your offer is in a sealed envelope quoting the Project No. and addressed to the correct Offer Box) | |
| **electronic offer:**  (if applicable) | | | |  | | | | | | | | |
| **Time for close of Offer:** | | | | | | 2.00 pm on …./…./…. | | | | | | | | |
| **Offeror Details** | | | | | | | | | | | | | | |
| I / We |  | | | | | | | | | | | | | |
| Legal name in BLOCK LETTERS of the Offeror (Individual, Partners, Company or Trustee) (also include trading name or registered business name if applicable) | | | | | | | | | | | | | |
| ACN: |  | | | | | | | | ABN: |  | | | | |
| Address(es): |  | | | | | | | | | | | | | |
| Qualifications: |  | | | | | | | | PQC Registration No: | | |  | | |
| Phone: |  | | | | | | | | Fax: |  | | | | |
| Email: |  | | | | | | | | | | | | | |
| State or Territory in which Business/ Corporation/ Individual is registered: | | | | | | |  | | | | | Registered for GST: | | **Yes**  **No** |
| Name of Holding Company / Corporate Group (if applicable): | | | | | | |  | | | | | | | |
| hereby offer to execute and complete the *Services* and perform all of the obligations for the above Project in accordance with the Invitation Documents: | | | | | | | | | | | | | | |
| for the lump sum of: | | ………………………………………………………………… (incl. GST) (“**Offer Sum**”) broken down in the stage(s) (if applicable) as per attached consultant fee schedule. | | | | | | | | | | | | |
| (amount in words) | | | | | | | | | | | | |
| Calculation of GST component of Offer Sum: | | | Offer Sum excl. GST: | | | | | $ | | | | | | |
| GST Component of Offer Sum: | | | | | $ | | | | | | |
| Offer Sum: | | | | | $ | | | | | | |
| The Offer Sum includes for the provision of: | | | addenda designated …………………… inclusive; or  *(Tick and list all addenda, as applicable, e.g. 1, 2, 3 – not three or 3)* | | | | | | | | | | | |
| Nil addenda. (tick, if no addenda provided) | | | | | | | | | | | |
| Offeror’s address for service of notices: | | | | |  | | | | | | | | | |
| **Domestic and family violence policy**  The Queensland Government is committed to ending domestic and family violence. Through its response to the Not Now, Not Ever report, government recognises that addressing domestic and family violence requires a whole community coordinated response. This means not just government but also businesses, community groups and every individual taking responsibility for creating cultural change. | | | | | | | | | | | | | | *(tick one)* |
| 1. Does the Offeror have zero tolerance for domestic and family violence? | | | | | | | | | | | | | | **Yes**  **No** |
| 1. Does the Offeror have a workplace response supporting employees affected by domestic and family violence? | | | | | | | | | | | | | | **Yes**  **No** |
| 1. Does the Offeror have a workplace approach to preventing or addressing domestic and family violence? | | | | | | | | | | | | | | **Yes**  **No** |
| 1. Does the Offeror have any formal policies, strategies, and practices in place aimed at preventing or addressing domestic and family violence? *(If yes, attach copies of the document/s)* | | | | | | | | | | | | | | **Yes**  **No** |
| **Ethical Supplier Threshold**  (The Offer **must** respond to the Ethical Supplier Threshold criteria included below. Responses should only include matters from the previous 5 years, starting from 1 August 2019) | | | | | | | | | | | | | | |
| Since 1 August 2019, has the Offeror: | | | | | | | | | | | | | | (tick one) |
| 1. contravened a civil remedy provision of Chapter 2 or Chapter 3 of the *Fair Work Act 2009* (Cth), or committed an offence against the *Fair Work Act*? | | | | | | | | | | | | | | **Yes**  **No** |
| 1. contravened a civil remedy provision of Chapter 2, 3, 4, 5, or 7 of the *Industrial Relations Act 2016* (Qld), or committed an offence against the *Industrial Relations Act*, or failed to pay employment related levies, or other payments, established under Queensland legislation? | | | | | | | | | | | | | | **Yes**  **No** |
| 1. failed to make superannuation contributions on behalf of employees in accordance with law? | | | | | | | | | | | | | | **Yes**  **No** |
| 1. purported to treat employees as independent contractors, where they are not? | | | | | | | | | | | | | | **Yes**  **No** |
| 1. required persons who would otherwise be employees to provide an Australian Business Number so that they could be treated as independent contractors? | | | | | | | | | | | | | | **Yes**  **No** |
| 1. engaged persons on unpaid work trials or as unpaid interns, where they should be treated as employees? | | | | | | | | | | | | | | **Yes**  **No** |
| 1. entered into an arrangement for the provision of labour hire services with a person who is not licensed under the *Labour Hire Licensing Act 2017* (Qld), or a supplier who is an unlicensed provider under the *Labour Hire Licensing Act*? | | | | | | | | | | | | | | **Yes**  **No** |
| 1. paid employees’ wages below those provided for in an applicable modern award (including for people with disability, ‘suppliers’ must provide award-winning wages (using the Supported Wage System, where appropriate))? | | | | | | | | | | | | | | **Yes**  **No** |
| **Warranty to comply with Queensland Procurement Policy, Ethical Supplier Threshold and Ethical Supplier Mandate**  By its signature on this Offer Form, the Offeror warrants that:   1. the Offeror’s responses to the Ethical Supplier Threshold criteria are true and correct; 2. if, at any time after the Offeror submits its Offer, the Offeror’s responses to the Ethical Supplier Threshold criteria are no longer true and correct for any reason, the Offeror will promptly notify the Client’s Contact Officer of the change to the Offeror’s response; and 3. if awarded a Contract for this project, the Offeror will comply with the requirements of Clauses 20 and 39 of the Special Conditions of Contract and acknowledges that this warranty is given in addition to any of the terms of the Conditions of Contract. | | | | | | | | | | | | | | |
| **Warranty to comply with the Queensland Government Supplier Code of Conduct**  By its signature on this Offer Form, the Offeror:   1. acknowledges that:    * 1. the Queensland Government wants to work with ethically, environmentally and socially responsible suppliers;      2. the Supplier Code of Conduct sets out the standards and expectations government has of suppliers who want to work with it;      3. the standards and expectations set out in the Supplier Code of Conduct do not limit, alter or supersede any obligations of the Offeror under a subsequent contract or at law;      4. to ensure that the Supplier Code of Conduct remains current and relevant, it may be amended or updated by the Queensland Government; and      5. the Offeror is responsible for checking for updates and amendments to the Supplier Code of Conduct. 2. confirms that:    * 1. the Offeror understands the Queensland Government’s standards and expectations of suppliers as set out in the Supplier Code of Conduct;      2. the Offeror meets and will continue to meet the Queensland Government’s standards and expectations as set out in the Supplier Code of Conduct, including as may be updated or amended;      3. the Offeror will raise concerns or otherwise seek clarification in relation to any aspects of the Supplier Code of Conduct, including any updates or amendments to the Supplier Code of Conduct; and      4. the Offeror will make all reasonable efforts to ensure its supply chain is ethical, compliant with the Supplier Code of Conduct and not complicit in practices that may exploit human rights or constitute modern slavery, including taking appropriate measures to assess and address supply chain risks; 3. warrants that, if awarded a Contract for this project, the Offeror will meet the undertakings provided in this warranty. | | | | | | | | | | | | | | |
| **Signed by:**  *(Must be completed if Offeror is a sole trader, individuals in a partnership or persons trading under a business name. Witness to sign and print name.)* | | | |  | | | | | | |  | | | |
| Name of Offeror | | | | | | | Signature of Offeror | | | |
| on the …… day of …………… 20…… | | | | | | | | | | |
| In the presence of: | | | |  | | | | | | |  | | | |
| Name of Witness | | | | | | | Signature of Witness | | | |
| **OR** | | | | | | | | | | | | | | |
| **Signed by:**  (Must be completed if Offeror is a company, including companies offering under a business name. Company to sign in accordance with its Constitution.  Where signature is that of an agent, written authority from Offeror is to be included with the Offer.) | | | |  | | | | | | |  | | | |
| Name of Company | | | | | | | ACN | | | |
| In accordance with section 127 of the *Corporations Act 2001* (Cth) by: | | | | | | | | | | |
|  | | | | | | |  | | | |
| *Signature of Director/Secretary* | | | | | | | *Signature of Director* | | | |
|  | | | | | | |  | | | |
| *Name of Director/Secretary* | | | | | | | *Name of Director* | | | |
| on the …… day of …………… 20…… | | | | | | | | | | |
| **Privacy Statement:** The *Client* is collecting the personal information on this Offer Form for the purposes of offer evaluation and any subsequent contract that may arise. The information may be used in accordance with the provisions of the Invitation Documents. Any personal information included on this Offer Form may be disclosed to the Offer evaluation panel and their advisors but will not be disclosed to any other third party without the Offeror’s consent unless authorised or required by law or stipulated in the Invitation Documents. Personal information will be handled in accordance with the *Information Privacy Act 2009* (Qld).  The *Client* is also collecting the personal information on this Offer Form for the purposes of determining *Offeror* compliance with the *Ethical Supplier Threshold* and the *Ethical Supplier Mandate* in respect of the Offer and any subsequent contract that may arise. Any personal information included on this Offer Form may be disclosed to the Queensland Government Procurement Compliance Branch within the Department of Energy and Climate and the Tripartite Procurement Advisory Panel for compliance purposes. | | | | | | | | | | | | | | |

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| **CONSULTANT FEE SCHEDULE** | | | |
| **STAGE** | **LUMP SUM FEE** | **GST** | **TOTAL** |
| ***Pre-Design*** | $ | $ | $ |
| ***Schematic Design*** | $ | $ | $ |
| ***Developed Design*** | $ | $ | $ |
| ***Contract Documentation*** | $ | $ | $ |
| ***Construction*** | $ | $ | $ |
| ***Post Construction*** | $ | $ | $ |
| Total | $ | $ | $ |
| **TOTAL LUMP SUM CONSULTANTS FEE** | | | $ |