

# Tendering with Campbelltown City Council

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# Why does Council need Contractors?







# How does Council engage Contractors?



*Not just a handshake or who you know!*

Council is expending public funds for public purposes

## Request for Tender

- Local Government Act requires a public tender process for expenditure over \$250,000

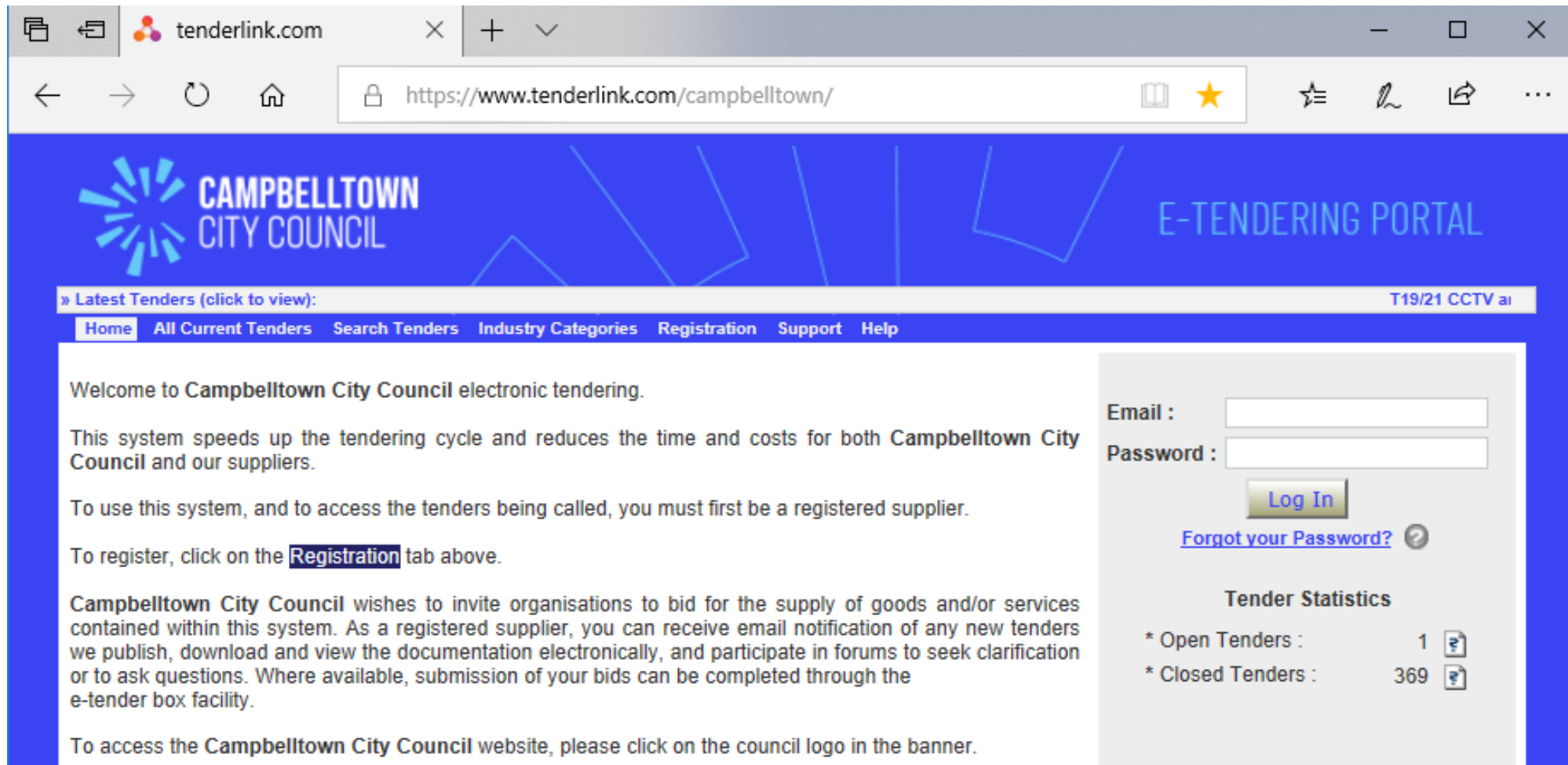
## Public Request for Quotation

- Expenditure under \$250,000

## Quotes

- Lower value spend

# How do you find out about opportunities?



The screenshot shows a web browser window with the URL <https://www.tenderlink.com/campbelltown/>. The page features the Campbelltown City Council logo and the text "E-TENDERING PORTAL". A navigation menu includes links for Home, All Current Tenders, Search Tenders, Industry Categories, Registration, Support, and Help. The main content area contains a welcome message and instructions for using the e-tendering system. On the right side, there is a login form with fields for Email and Password, a Log In button, and a link for "Forgot your Password?". Below the login form, there is a "Tender Statistics" section showing 1 Open Tender and 369 Closed Tenders.

» Latest Tenders (click to view): T19/21 CCTV ai

[Home](#) [All Current Tenders](#) [Search Tenders](#) [Industry Categories](#) [Registration](#) [Support](#) [Help](#)

Welcome to Campbelltown City Council electronic tendering.

This system speeds up the tendering cycle and reduces the time and costs for both Campbelltown City Council and our suppliers.

To use this system, and to access the tenders being called, you must first be a registered supplier.

To register, click on the [Registration](#) tab above.

Campbelltown City Council wishes to invite organisations to bid for the supply of goods and/or services contained within this system. As a registered supplier, you can receive email notification of any new tenders we publish, download and view the documentation electronically, and participate in forums to seek clarification or to ask questions. Where available, submission of your bids can be completed through the e-tender box facility.

To access the Campbelltown City Council website, please click on the council logo in the banner.



Email :

Password :

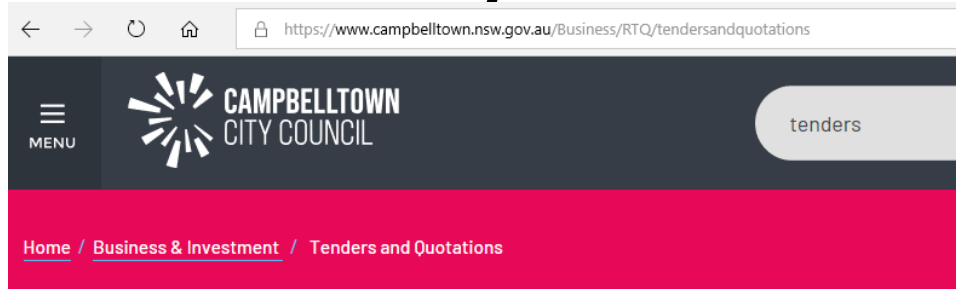
[Log In](#)

[Forgot your Password?](#)

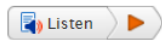
**Tender Statistics**

* Open Tenders :	1	
* Closed Tenders :	369	

# How do you find out about opportunities?



## Tenders and Quotations



### Tenders, Quotations and Expression of Interest

You are able to register online, view a listing of current opportunities, download the relevant documentation for a fee, and submit a tender all via Council's [eTendering portal](#).

[eTendering](#) has a full audit trail and reduces the time and costs for both you and Council.

Hard copies are available for purchase from Council's Customer Service Centre (cnr Queen and Broughton Streets, Campbelltown) but we encourage you to take the paperless alternative.

For more information, contact the Procurement and Contracts team on [4645 4665](tel:46454665).

CAMPBELLTOWN MACARTHUR  
**Advertiser**

**MACARTHUR CHRONICLE**

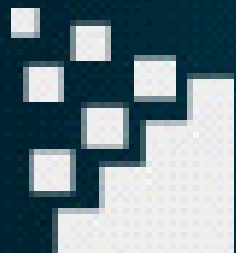
Council can also buy from organisations that have a contract with...



Procurement  
nswbuy



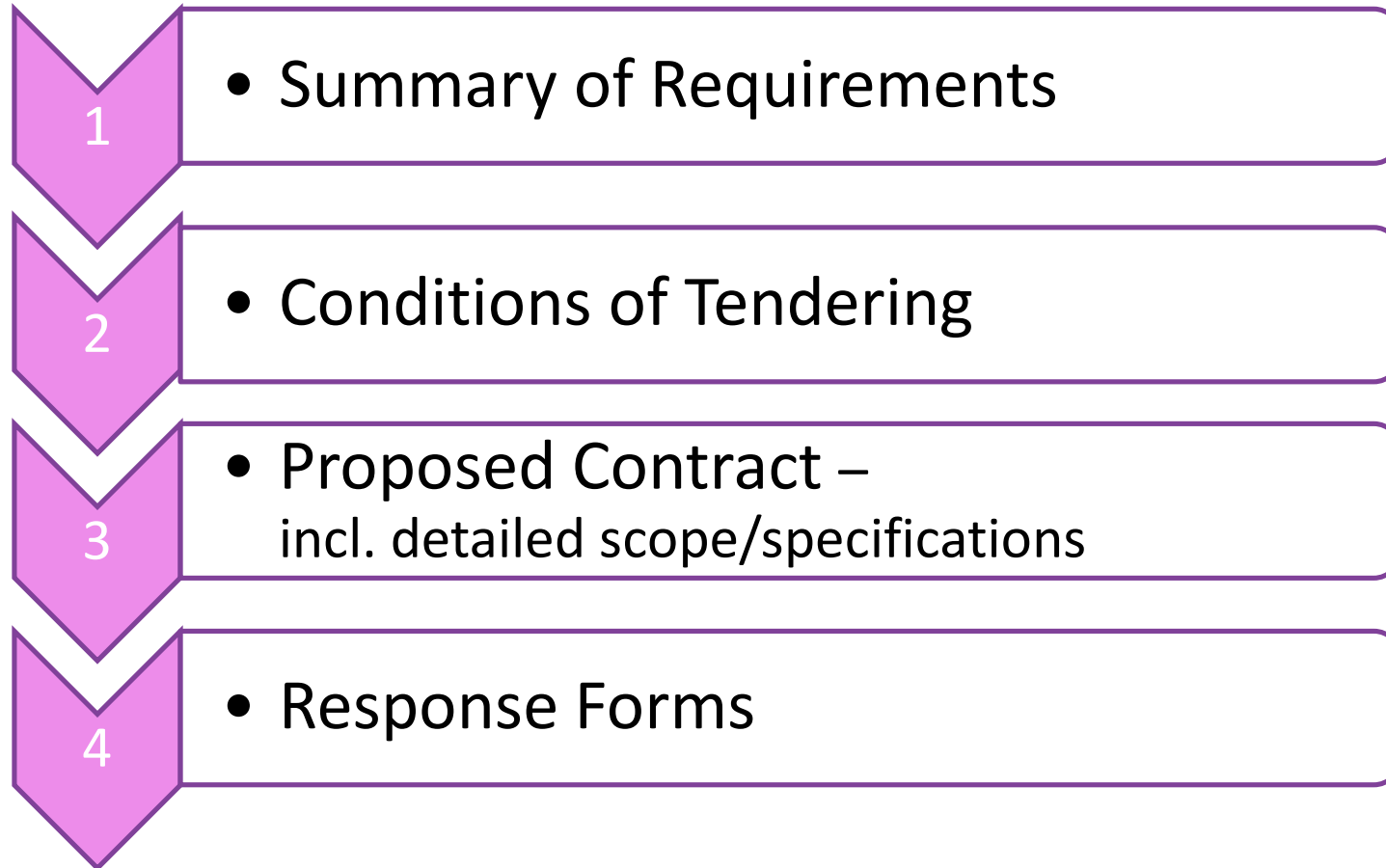
Procurement  
Australia®



Local Government  
P R O C U R E M E N T



# What is in a Request for Tender or Public Quotation



# Response Forms

## Company Experience



**DO – provide photos of previous work, copies of previous reports (if allowed), provide as many references (with phone numbers) as you can, providing direct response to EACH question asked makes it easier to evaluate and not miss anything.**

- DON'T - refer us to a website to review your company information**
- assume Council know your business, even if you have done work for us in the past



# Response Forms

## Nominated Staff/Personnel

Tenderers must **attach** copies of certificates/licences.



Tip – don't say “will provide copies if required” if we have asked for copies then provide copies, if recruiting staff tell us how you will recruit.

# Response forms

## **Specifications of Equipment/Good**

- Provide details of specifications equipment/good
- If equipment is to be ordered, detail lead times in terms of weeks following award of the contract.

## **Methodology**

- Tell us your understanding of the requirements/deliverables/goals set out in the brief/specifications/statement of requirements and how you will meet those requirements/deliverables
- Any transitional timeframes

**Response time for reactive works**

**Delivery period**

**Warranty**



# What you can expect from Council

## Statement of Business Ethics

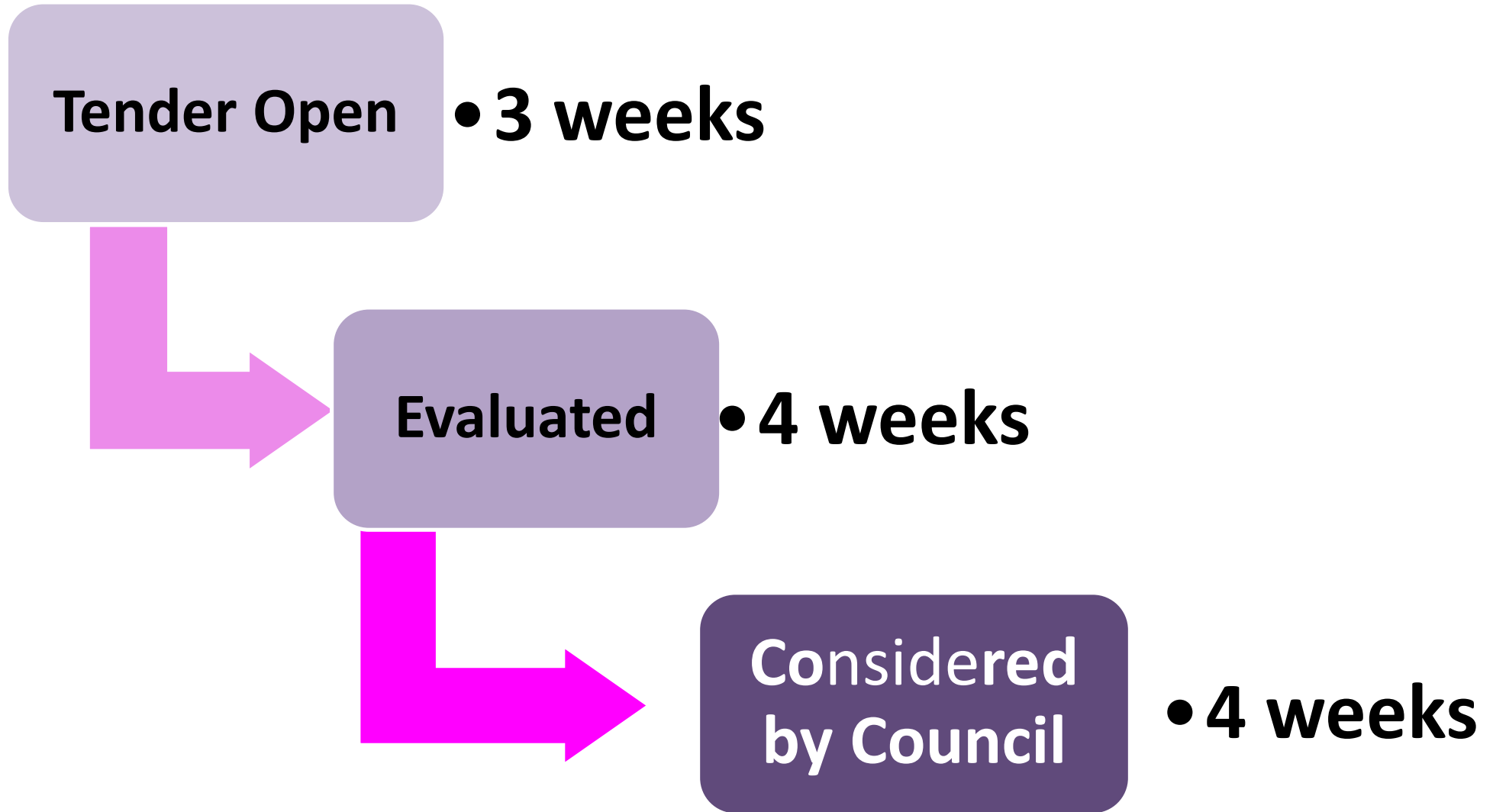
Business Principals - core principles which underpin all of Campbelltown City Council's business dealings.

***Obtaining the best value for money***

***Impartiality and fairness***

***Compliance with legal and statutory obligations***

# Timeframes



# Hot Tips

Allow plenty  
of time

Answer every  
Response  
Form

Don't assume  
Council knows  
you

Make the  
information  
relevant

Its not all  
about price

Make it easy  
to read

Don't refer us  
to websites

Price what we  
ask for

# Hot Tips

Provide  
evidence of  
your experience

Don't offer gifts  
or benefits

Offer  
innovation

Ask questions if  
you don't  
understand

Attend  
briefings/site  
inspections

Request a  
debrief



# Current Open Public Procurement Processes

- Proposed South West Sydney Regional Waste Services Procurement Project - Industry Consultation - Call for Comments – closes 14 September 2020
- T20/17 Design And Construct Pump Track At Hollylea Reserve Leumeah – closes 25 August 2020
- T20/09 Management Of Noorumba Reserve Biobank Site – closes 18 August 2020

# Upcoming Public Procurement Processes

- Catering for Campbelltown Sports Stadium
- Customer Service Staff for Stadium
- Cleaning of Council Facilities
- Horticultural Services
- Floor Coverings
- Construction of the Billabong Parklands
- Various construction and design and construct of play spaces
- Grounds maintenance
- Legal Services
- Event Security for Stadium and Events

# Upcoming Public Procurement Processes

- Roof Gutter Cleaning
- Servicing of Fire Systems
- Construction of CoE
- General Trades
- A number of anticipated projects as a result of Reimagining Campbelltown

# Useful Links and Resources

## *Tenderlink*

[www.tenderlink.com/campbelltown/](http://www.tenderlink.com/campbelltown/)

## **Stay up to date with doing business in Campbelltown**

<https://www.campbelltown.nsw.gov.au/ContactUs/SubscribeToBusinessesNewsletter>

## *Campbelltown City Council*

[www.campbelltown.nsw.gov.au/Business/RTQ/tendersandquotations](http://www.campbelltown.nsw.gov.au/Business/RTQ/tendersandquotations)

## *Local Government Procurement*

[www.lgp.org.au](http://www.lgp.org.au)

## *NSW Government Procurement*

[www.procurepoint.nsw.gov.au](http://www.procurepoint.nsw.gov.au)

## *Procurement Australia*

[www.paltd.com.au](http://www.paltd.com.au)

## *Small Business Commissioner*

[www.smallbusiness.nsw.gov.au](http://www.smallbusiness.nsw.gov.au)



# Questions

