



## MEMO

**TO:** Paul Hayes  
**FROM:** Tender Evaluation Committee  
**SUBJECT:** **Tender Evaluation of Contract No. 17.0000302935.1100.**  
**17.0000302935.1100 – Panel for Maintenance of Heavy Vehicle Enforcement Programs**  
**DATE:** 12 October 2017

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### 1. PURPOSE

The purpose of this memo is to report on the tender evaluation for Contract No. 17.0000302935.1100 – Panel for Maintenance of Heavy Vehicle Enforcement Programs.

### 2. BACKGROUND

This is a Standing Offer Contract based on non-price criteria. The works in this contract involves maintenance of Heavy Vehicles Branch assets. These assets include Heavy Vehicle Safety Stations and on-road HV enforcement sites, Safe-T-Cam Sites, Average Speed Camera Sites and Over Height Detection Sites. The work was divided into two categories, as follows:

#### Category A

- Civil works
- Electrical work
- Steel fabrication and installation
- Signage installation

#### Category B

- Weigh-in-Motion systems
- Portable weighing scales
- Weighbridges
- Brake testing equipment

The Contract is for an initial period of 3 years, with the option to extend for an additional 2 years.

### 3. ESTIMATE OF COST

It is anticipated that this panel would serve approximately 6 million dollars' worth of work over the term of the contract covering multiple Heavy Vehicle enforcement programs.



## 4. OPEN TENDERING

The advertisement was posted on the RMS eTender site on 25/9/2017.

## 5. PRE-TENDER MEETING

No pre-tender meeting was held.

## 6. TENDERS RECEIVED AND EXAMINED

The tender closed at 2:30pm on Friday, October 6, 2017. Tenders were opened on the morning of October 9, 2017 by Alex Dubois of Heavy Vehicles Branch, and Nathan Chehoud of WSP.

Thirteen tenders were received. These were checked for conformity with the Request for Tenders.

## 7. TENDER EVALUATION COMMITTEE AND ASSESSMENT CRITERIA

### 7.1 TENDER EVALUATION COMMITTEE

The tender evaluation committee was formed to examine and evaluate the tenders received based on the criteria stated below. The committee comprised of the following persons:

- Alexandre Dubois (RMS – Heavy Vehicle Project & Support Officer)
- Craig Steyn (RMS – Heavy Vehicle Project & Support Officer)
- Jai Singh (RMS – Business Systems Analyst)
- Nathan Chehoud (WSP – Principal Civil Engineer)

### 7.2 TENDER ASSESSMENT CRITERIA

Since this was a non-price tender, the criteria and weightings used for the tender assessment were:

CRITERIA	WEIGHTING
Demonstrated experience in carrying out the specified work	45%
Responsiveness in carrying out the specified work	30%
Adaptability and flexibility to meet customers' objectives in carrying the specified work.	25%

## 8. ASSESSMENT OF TENDERS

### 8.1 GENERAL

The tender assessment has been carried out in accordance with the guidelines in ECM 3.6- Assessing Tenders.

### 8.2 CONFORMITY OF TENDERS

Tenders were examined for conformance by the tender evaluation committee on Monday 9 October 2017 using the Conforming Tender Checklist as shown in Appendix C.



It was noted that because the nature of their work does not typically involve building, Tenderers for Category B work could not provide evidence of compliance with the Building Code. The tender evaluation committee did not consider this non-conformity to be a disqualifying factor.

### **8.3 PERFORMANCE AGAINST ASSESSMENT CRITERIA**

All thirteen tenderers have the capacity to complete works within the contract period based on similar works successfully completed for the RMS.

Notwithstanding, the quality of tender responses differed, and this was noted by the tender evaluation committee.

The tender evaluation committee's scoring of the tenders against the assessment criteria is tabulated in Appendix B.

## **9. FUNDING**

Funding is available under the current ASC, STC ARP and HV Maintenance budgets.

## **10. COMPANY AND ABN SEARCH**

A Company and ABN search has been undertaken as part of the tender assessment process. A search of the ASIC site has confirmed that the:

1. Entity name as tendered is correct;
2. Company is registered;
3. Company is not under administration.

A search of the business.gov.au ABN register site, has confirmed that:

1. ABN number is correct;
2. ABN status is active;
3. Entity name as tendered is correct;
4. The trading name as tendered is listed on the site;
5. The trading name as listed is current;
6. GST status is active.

Copies of the search results are contained in Appendix D.

## **11. CONFLICT OF INTEREST**

We individually declare that there was no actual or potential conflict or incompatibility between our personal or corporate interests and the impartial fulfilment of our duties in carrying out this tender assessment.

## **12. ADHERENCE TO TENDER PROCEDURES**

We certify that all aspects of the tender process have been conducted in accordance with tender assessment procedures and there are no deviations from the procedures.



### 13. RECOMMENDATION

It is recommended by the tender evaluation committee that approval be given in accordance with the RMS Delegation Manual 5220 to include all thirteen tenderers on the Panel for Maintenance of Heavy Vehicle Enforcement Programs.

Insert signature

Alexandre Dubois

Title: HV Maintenance & program officer

Date 17/10/17

Insert signature

Craig Steyn

Title: HV Maintenance & program officer

Date

Insert signature

Jai Singh

Title: Business Systems Analyst

Date 17/10/17

Nathan Chehoud

Title: WSP Consultant

Date: 12/10/17

Insert signature

Samer Soliman

Title: Manager Heavy Vehicle Programs

Date 17/10/17

Insert signature

Paul Hayes

Title: Snr Manager Compliance Monitoring

Date 17/10/2017





## APPENDIX A SCHEDULE OF TENDERS RECEIVED

# Schedule of tenders received



Transport  
Roads & Maritime  
Services

**Note** This form is confidential (when completed). It is for the information of authorised personnel only.

## Tenders for:

Contract numbers	Descriptions
17 0000302935	Heavy vehicle enforcement programs

Office: Paramatta Closing date: 6/10/2017 Closing time: 2:30pm

We certify that at 9:30am on 6/10/17 at RMS Office, 29 Phillip St Paramatta we opened and initial all relevant tenders received, as listed below:

## Tenders received

No.	Name of Tenderers	Tender Amount (Incl. GST)
1	Novation Engineering Pty Ltd	
2	Accuweigh	
3	LANCOMM	
4	CBE projects	
5	Seina group	
6	weighpack & electrical pty ltd	
7	efficient project management & delivery	
8	OZCORP civil pty ltd	
9	Euro civil & maintenance	
10	AA steel piping pty ltd	
11	CIC Engineering	
12	SA Masters electrical services	

#13 NEPEAN TRANSPORT  
RMS estimate

## Tender opening committee members

Name	Signature	Date
Alexandre Dubois		9/10/17
Nathan Chehoud (WSP)		9/10/17
JAI SINGH		11/10/17

The tenders have been handed to Alex Dubois

I accept responsibility for conveying or despatching the tenders received to RMS: 29 Phillip St Paramatta

Office

Signed: Date: 9/10/17

#13 was opened on 11/10/2017 but was received before closing time by mail. Tracking details and number attached (48500139550099)



## APPENDIX B TENDER ANALYSIS



## B.1 CATEGORY A TENDERER SCORES AGAINST ASSESSMENT CRITERIA

Criteria	Weighting	LANCOMM	CBF Projects	Seina Group	Efficient Project Management	Ozcorp Civil P/L	EURO Civil & Maintenance	AA Steel Piping P/L	CIC Engineering	SA Masters
Demonstrated experience in carrying out the specified work	45%	0	8	8	8	7	8	8	6.75	6.5
Responsiveness in carrying out the specified work	30%	0	8	7.5	8.5	8	8	7.5	0	0
Adaptability and flexibility to meet customers' objectives in carrying the specified work.	25%	0	8	7.5	8	8	8	8	0	0
Civil works		N	Y	Y	Y	Y	Y	Y	Y	Y
Electrical works		N	Y	Y	Y	Y	Y	Y	Y	Y
Steel fabrication & installation		N	Y	Y	Y	Y	Y	Y	Y	N
Signage		N	Y	Y	Y	Y	Y	Y	Y	Y
Demonstrated experience in carrying out the specified work	Weighted Score	0	36	36	36	31.5	36	36	30.375	29.25
Responsiveness in carrying out the specified work	Weighted Score	0	24	22.5	25.5	24	24	22.5	0	0
Adaptability and flexibility to meet customers' objectives in carrying the specified work.	Weighted Score	0	20	18.75	20	20	20	20	0	0
TOTAL		0	80	77.25	81.5	75.5	80	78.5	30.375	29.25



## B.2 CATEGORY B TENDERER SCORES AGAINST ASSESSMENT CRITERIA

Criteria	Weighting	Novation Engineering P/L	Accuweigh	Weighpack & Electrical P/L	CIC Engineering	Nepean
Demonstrated experience in carrying out the specified work	45%	6	9	7	5	6
Responsiveness in carrying out the specified work	30%	0	8.5	7	0	0
Adaptability and flexibility to meet customers' objectives in carrying the specified work.	25%	6	8.5	6	0	0
Weigh in Motion		N	N	N	Y	Y
Weighbridges		N	Y	Y	N	Y
PAT and HAENNI portable scales *Novation is only authorised supplier - not maintainer		Y	Y	Y	N	Y
MAHA and NEPEAN brake testing		N	N	N	N	Y
Demonstrated experience in carrying out the specified work	Weighted Score	27	40.5	31.5	22.5	27
Responsiveness in carrying out the specified work	Weighted Score	0	25.5	21	0	0
Adaptability and flexibility to meet customers' objectives in carrying the specified work.	Weighted Score	15	21.25	15	0	0
	TOTAL	42	87.25	67.5	22.5	27







APPENDIX C    CONFORMING TENDER CHECKLIST



Table C.1 Conforming Tender Checklist

	Novation Engineering P/L	Accuweigh	LANCOMM	CBF Projects	Seina Group	Weighpack & Electrical P/L	Efficient Project Management	Ozcorp Civil P/L	EURO Civil & Maintenance	AA Steel Piping P/L	CIC Engineering	SA Masters	Nepean
Complete the Schedule to the Tender Form (Tender Form Schedule).	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Attach the Tender Form Schedule to the Tender Form.	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Sign the Tender Form Schedule in the place provided (or make sure it is signed by a person with authority to sign on your behalf).	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Initial all pages of the Tender Form.	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	N
Complete Form A for Category A works	N	N	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	N
Complete Form B for Category B works	Y	Y	N	N	N	Y	N	N	N	N	Y	N	Y
Prepare and sign a hard copy of the Schedule of Compliance with the NSW Government's Code of Practice for Procurement and Implementation Guidelines (CTS)	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y
Prepare and make the Statutory Declaration (CT1)	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y
Prepare and sign a hard copy of the Declaration of Compliance with the Building Code, if applicable (CT4A)	N	N	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y
Where Declaration of Compliance with the Building Code is required, prepare and include the further information outlined in Attachment A to the Declaration of Compliance	N	N	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y
Prepare and sign a Statement as to whether on or after 2 December 2016, the Tenderer or a Related Entity of the Tenderer submitted a response to an expression of interest or tender (howsoever described) for Commonwealth funded Building Work (regardless of whether or not that project was procured by RMS or whether or not the Tenderer or the Tenderer's Related Entity were successful)	N	N	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	N
Prepare and sign Confirmation of Accreditation Status under the Australian Government WHS Accreditation Scheme, if applicable (CT4B)	N	N	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y
Include advice as to your GST-status if you are not registered for GST or you wish to enter into a Voluntary Agreement for withholding Pay As You Go Taxation	N	Y	Y	Y	Y	N	Y	Y	Y	N	Y	Y	N







## APPENDIX D RESULTS OF ABN AND ASIC WEBSITES

Name of Tenderer	ABN	Status
NOVATION ENGINEERING PTY LTD	50 608 485 409	Active
ACCUCORP PTY LTD	70 060 173 711	Active
LANCOMM PTY LTD	76 096 940 993	Active
C B F PROJECTS PTY LTD	78 159 482 210	Active
SEINA GROUP PTY LTD	72 142 708 745	Active
WEIGHTPACK & ELECTRICAL PTY LTD	25 614 338 724	Active
EFFICIENT PROJECT MANAGEMENT AND DELIVERIES PTY LTD	93 161 841 407	Active
OZCORP CIVIL PTY LTD	37 607 800 895	Active
EURO CIVIL & MAINTENANCE PTY LTD	26 604 934 698	Active
A A STEEL PIPING PTY LTD	94 108 082 953	Active
C.I.C. ENGINEERING PTY. LIMITED	98 077 463 373	Active
S.A. MASTERS ELECTRICAL SERVICES	79 261 723 977	Active
NEPEAN TRANSPORT EQUIPMENT PTY LTD	30 061 444 880	Active

## DUBOIS Alexandre

**From:** Dan Cleary <Dan.Cleary@[REDACTED]>  
**Sent:** Wednesday, 11 October 2017 10:59 AM  
**To:** DUBOIS Alexandre  
**Subject:** Tracking of tender submission by NEPEAN 17.0000302935.1100

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<b>In transit</b> In transit	6:40am Fri 6 Oct	Rydalmere, NSW
<b>In transit</b> With Australia Post for delivery today	6:40am Fri 6 Oct	Rydalmere, NSW

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