

Criterion ID	
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	11.12.19
Evaluation Rating Summary Word Picture	<div>Exceptional <small>s47E(d), s47C(1)</small></div> <div>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</div> <div>Acceptable</div> <div>Poor</div> <div>Unsatisfactor</div> <div>Non-compilan</div>
Evaluation Criterion Word Picture and Score Justification	
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	s47E(d), s47C(1)
Evaluation Criterion Score	s47E(d), s47C(1)
Additional Comments (if any)	

Negotiation points

Negotiating Points	s47E(d), s47C(1)
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Risk

Evaluation Criterion Risk Identified	[describe the risk]																																													
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																													
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td><td>Almost Certain</td><td><input type="checkbox"/></td><td>Unlikely</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Likely</td><td><input type="checkbox"/></td><td>Rare</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Possible</td><td><input type="checkbox"/></td><td></td><td></td></tr> <tr> <td>Consequence:</td><td>Severe</td><td><input type="checkbox"/></td><td>Minor</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Major</td><td><input type="checkbox"/></td><td>Insignificant</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Moderate</td><td><input type="checkbox"/></td><td></td><td></td></tr> <tr> <td>Risk Level:</td><td>Extreme</td><td><input type="checkbox"/></td><td>Minor</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>High</td><td><input type="checkbox"/></td><td>Low</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Medium</td><td><input type="checkbox"/></td><td></td><td></td></tr> </table>	Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>		Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>		Possible	<input type="checkbox"/>			Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>		Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>		Moderate	<input type="checkbox"/>			Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>		High	<input type="checkbox"/>	Low	<input type="checkbox"/>		Medium	<input type="checkbox"/>		
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	Medium	<input type="checkbox"/>																																												

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Weighted Criteria		
1.	Organisational Capability	
	Key Criterion Column (a)	Sub-Criteria Column (b)
	The overall organisational ability of the tenderer to deliver and support the delivery of the requirements, including meeting contractual obligations and having the financial capacity to deliver the requirements (services), and demonstrate that proposed specified personnel have the ability and skills to deliver the Programme services and provide the deliverables.	<p>General</p> <p>(i) Organisational experience delivering expert business advisory and facilitation services; <small>s47E(d), s47C(1)</small></p> <p>(ii) ability to provide a minimum of five full time equivalent specified personnel of suitable quality and experience to deliver Programme services; <small>s47E(d), s47C(1)</small></p> <p>(iii) understanding of and ability to deliver expert business advisory and facilitation services (as relevant); <small>s47E(d), s47C(1)</small></p> <p>(iv) ability to deliver Programme services appropriate to the individual needs of businesses; <small>s47E(d), s47C(1)</small></p> <p>(v) ability to implement quality assurance systems and processes for consistent delivery of high quality services; <small>s47E(d), s47C(1)</small></p> <p>(vi) ability to deliver Programme services in a way that is flexible, adaptable and scalable; <small>s47E(d), s47C(1)</small></p> <p>(vii) ability to appropriately manage service delivery timeframes as specified by the Department; <small>s47E(d), s47C(1)</small></p> <p>(viii) ability to respond to significant increases or decreases in the level of services or changes to the</p>

		<p>services resulting from changes to Commonwealth policy or the number of eligible businesses entering the Programme;</p> <p>s47E(d), s47C(1)</p> <p>(ix) ability to work with other Delivery Partners to form a state and/or national network;</p> <p>s47E(d), s47C(1)</p> <p>(x) ability to connect with and facilitate referrals of eligible businesses to other relevant Government programs including but not limited to Industry Growth Centres;</p> <p>s47E(d), s47C(1)</p> <p>(xi) have a service delivery model to comply with the delivery principle to ensure continuity of service to a business as outlined in item 2 of Schedule 1– Statement of Requirement;</p> <p>s47E(d), s47C(1)</p> <p>(xii) ability to offer other ad hoc project services to further support the achievement of the Programme's objectives; and</p> <p>s47E(d), s47C(1)</p> <p>(xiii) ability to instil confidence for businesses entering the Programme, some of whom may be seeking expert business advisory assistance for the first time, including those from culturally and linguistically diverse, or Indigenous backgrounds.</p> <p>s47E(d), s47C(1)</p>	
		<p>Project Management</p> <p>(i) Ability to ensure quality assurance and performance management plans are in place and achievable;</p> <p>s47E(d), s47C(1)</p> <p>(ii) ability to manage workflow including effective resource allocation,</p>	

		<p>workload balancing and ensuring appropriate specialist skills are deployed in response to customer needs within required timeframes; s47E(d), s47C(1)</p> <p>(iii) ability to ensure ongoing professional development of tenderer's specified personnel; s47E(d), s47C(1)</p> <p>(iv) ability to manage resourcing (equipment and facilities including ICT); s47E(d), s47C(1)</p> <p>(v) ability to have adequate ICT security protocols in place to ensure customer information is stored securely and only accessed or used for the purpose of delivering Programme services; s47E(d), s47C(1)</p> <p>(vi) ability to manage any delays in providing the services; s47E(d), s47C(1)</p> <p>(vii) ability to comply with the Programme's administrative requirements; s47E(d), s47C(1)</p> <p>(viii) ability to transition in and transition out of the Programme; and s47E(d), s47C(1)</p> <p>(ix) ability to appropriately manage work health and safety issues. s47E(d), s47C(1)</p>	
		<p>Specified Personnel</p> <p>(i) Extent of specified personnel's first-hand business experience and knowledge of current issues affecting eligible businesses; s47E(d), s47C(1)</p> <p>(ii) suitability of specified personnel's</p>	

		<p>skills to fulfil the roles of Facilitators as outlined in Appendix B of Schedule 1 - Statement of Requirement;</p> <p>s47E(d), s47C(1)</p> <p>(iii) tenderer's ability to replace specified personnel if positions become vacant during the course of the contract or additional specified personnel are required due to increased demand for Programme services;</p> <p>s47E(d), s47C(1)</p> <p>(iv) diversity of specified personnel.</p> <p>s47E(d), s47C(1)</p> <p>Note: If the tenderer does not currently have all specified personnel, please outline the methodology that will be applied to attract and appoint suitably skilled and qualified specified personnel.</p>	
2.	Promotion and Marketing and Industry Knowledge		30%
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	<p>The overall ability of the tenderer to:</p> <ul style="list-style-type: none"> promote the Programme to ensure adequate take up and demand for Programme services; and provide the Department with high-level market and business intelligence to support continuous improvement and delivery of services. 	<p>Promotion and Marketing (overall 2)</p> <p>(i) Ability to promote Programme services to eligible businesses through marketing, communications and business development activities; and</p> <p>s47E(d), s47C(1)</p> <p>(ii) ability to promote Programme services to eligible businesses to ensure adequate demand for and take-up of Programme services is maintained.</p> <p>s47E(d), s47C(1)</p>	

		Industry Knowledge (i) Industry knowledge, interaction and linkages with eligible businesses; s47E(d), s47C(1) (ii) connection with and understanding of what is occurring across the business landscape for SMEs, including start-ups; and s47E(d), s47C(1) (iii) ability to provide the Department with market and business intelligence relating to the Programme's eligible businesses, including any value-added services to support the Department's achievement of Programme objectives. s47E(d), s47C(1)	
Unweighted Criteria			
3.	Price		Not weighted
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	Pricing proposed by the tenderer to deliver the Programme services and deliverables.	(i) Pricing offered including all costs, fees, allowances and charges associated with the implementation and completion of obligations under the Draft Form Contract; (ii) pricing structure; and (iii) proposed payment schedules and life cycle costs.	
4.	Risk		Not weighted s47E(d), s47C(1)
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	Any risks inherent in the tender.	Any risks inherent in the tender which may include (but is not limited to): <ul style="list-style-type: none"> management of any actual, perceived or potential conflicts of 	

		<p>interest;</p> <ul style="list-style-type: none"> • level of compliance with this RFT (including the Draft Form of Contract); • adequacy of the insurance proposed by the tenderer; • past performance of contractual obligations by the tenderer. For the purposes of this sub-criterion, tenderer also encompasses any related body corporate, proposed subcontractor or their related body corporate, or special purpose vehicle (in which any of these entities have been involved); and • the nature and health of the tenderer's or proposed subcontractors' previous contractual relationships with the Commonwealth and behaviour. 	
5.	Corporate and Financial Viability		Not weighted
		<p>(i) Proposed corporate structure and management structure, including senior management;</p> <p>(ii) tenderer's business size; locations and duration of operation;</p> <p>(iii) details of any litigation or any other relevant issues that may affect the tenderer's performance;</p> <p>(iv) financial reference checks;</p> <p>(v) the proposed corporate structure of the tenderer and proposed subcontractors, including for any related bodies corporate; and</p> <p>(vi) the financial and corporate viability of the tenderer and proposed subcontractors to fulfil the obligations set out in the Draft Form of Contract.</p>	s47E(d), s47C(1)
6.	Commonwealth Policies		s47E(d), s47C(1)

	Key Criterion Column (a)	Sub-Criteria Column (b)	
	The tenderer's ability to sufficiently conform and provide the services in accordance with relevant Commonwealth Procurement Connected Policies.	Indigenous Procurement Policy In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to: <ul style="list-style-type: none"> (i) using Indigenous enterprises in its supply chain; and (ii) the employment of Indigenous Australians. 	
		Requirement of Economic Benefit for Australia In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to providing benefits to the Australian economy including in the areas of employment, environmental sustainability and innovation.	

STAGE 2 TECHNICAL ASSESSMENT FORM

Criterion ID	1. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	10 Dec 2019
Evaluation Rating Summary Word Picture	<div> <div> Exceptional s47E(d), s47C(1) </div> <div> Good </div> <div> Acceptable </div> <div> Poor </div> <div> Unsatisfactory </div> <div> Non-compliant </div> </div> <div> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria) </div>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)

	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	s47E(d), s47C(1)
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]
Evaluation Criterion Preliminary Risk Assessment	<p>Likelihood: Almost Certain <input type="checkbox"/> Unlikely <input type="checkbox"/></p> <p> Likely <input type="checkbox"/> Rare <input type="checkbox"/></p> <p> Possible <input type="checkbox"/></p> <p>Consequence: Severe <input type="checkbox"/> Minor <input type="checkbox"/></p> <p> Major <input type="checkbox"/> Insignificant <input type="checkbox"/></p> <p> Moderate <input type="checkbox"/></p> <p>Risk Level: Extreme <input type="checkbox"/> Minor <input type="checkbox"/></p> <p> High <input type="checkbox"/> Low <input type="checkbox"/></p> <p> Medium <input type="checkbox"/></p>

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	<p>Agree to moderated finding <input type="checkbox"/></p> <p>Dissent to moderated finding <input type="checkbox"/></p>
Signature	

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	10 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d)</p> <p>Good s47C(1) OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	3. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	10 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	10 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR s47E(d), s47C(1) [for unweighted criteria]</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	Requirements addressed.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	10 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	10 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR s47E(d), s47C(1) for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/>Yes/ <input type="checkbox"/>No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	14.12.19
Evaluation Rating Summary Word Picture	s47E(d), s47C(1)
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	s47E(d), s47C(1) 014524_027.doc 447-2234-1646, v. 1
Evaluation Criterion Score	s47E(d), s47C(1)

STAGE 2 TECHNICAL ASSESSMENT FORM

Negotiation points

Negotiating Points	s47E(d), s47C(1)
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Risk

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Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Weighted Criteria		
1.	Organisational Capability	
	Key Criterion Column (a)	Sub-Criteria Column (b)
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		70%

		<p>s47E(d), s47C(1)</p> <p>(vii) ability to appropriately manage service delivery timeframes as specified by the Department;</p> <p>s47E(d), s47C(1)</p> <p>(viii) ability to respond to significant increases or decreases in the level of services or changes to the services resulting from changes to Commonwealth policy or the number of eligible businesses entering the Programme;</p> <p>s47E(d), s47C(1)</p> <p>(ix) ability to work with other Delivery Partners to form a state and/or national network;</p> <p>s47E(d), s47C(1)</p> <p>(x) ability to connect with and facilitate referrals of eligible businesses to other relevant Government programs including but not limited to Industry Growth Centres;</p> <p>s47E(d), s47C(1)</p> <p>(xi) have a service delivery model to comply with the delivery principle to ensure continuity of service to a business as outlined in item 2 of Schedule 1– Statement of Requirement;</p> <p>s47E(d), s47C(1)</p> <p>(xii) ability to offer other ad hoc project services to further support the achievement of the Programme’s objectives; and</p> <p>s47E(d), s47C(1)</p> <p>(xiii) ability to instil confidence for businesses entering the Programme, some of whom may be seeking expert business advisory assistance for the first time, including those from culturally and linguistically diverse, or Indigenous backgrounds.</p>	
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		<p>s47E(d), s47C(1)</p> <p>Project Management</p> <p>(i) Ability to ensure quality assurance and performance management plans are in place and achievable; s47E(d), s47C(1)</p> <p>(ii) ability to manage workflow including effective resource allocation, workload balancing and ensuring appropriate specialist skills are deployed in response to customer needs within required timeframes; s47E(d), s47C(1)</p> <p>(iii) ability to ensure ongoing professional development of tenderer's specified personnel; s47E(d), s47C(1)</p> <p>(iv) ability to manage resourcing (equipment and facilities including ICT); s47E(d), s47C(1)</p> <p>(v) ability to have adequate ICT security protocols in place to ensure customer information is stored securely and only accessed or used for the purpose of delivering Programme services; s47E(d), s47C(1)</p> <p>(vi) ability to manage any delays in providing the services; s47E(d), s47C(1)</p> <p>(vii) ability to comply with the Programme's administrative requirements; s47E(d), s47C(1)</p> <p>(viii) ability to transition in and transition out of the Programme; and s47E(d), s47C(1)</p> <p>(ix) ability to appropriately manage work health and safety issues. s47E(d), s47C(1)</p>	
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		<p>Specified Personnel</p> <p>(i) Extent of specified personnel's first-hand business experience and knowledge of current issues affecting eligible businesses;</p> <p>s47E(d), s47C(1)</p> <p>(ii) suitability of specified personnel's skills to fulfil the roles of Facilitators as outlined in Appendix B of Schedule 1 - Statement of Requirement;</p> <p>s47E(d), s47C(1)</p> <p>(iii) tenderer's ability to replace specified personnel if positions become vacant during the course of the contract or additional specified personnel are required due to increased demand for Programme services;</p> <p>s47E(d), s47C(1)</p> <p>(iv) diversity of specified personnel.</p> <p>s47E(d), s47C(1)</p> <p>Note: If the tenderer does not currently have all specified personnel, please outline the methodology that will be applied to attract and appoint suitably skilled and qualified specified personnel.</p>	
2.	<p>Promotion and Marketing and Industry Knowledge</p>		30%
	<p>Key Criterion</p> <p>Column (a)</p>	<p>Sub-Criteria</p> <p>Column (b)</p>	
	<p>The overall ability of the tenderer to:</p> <ul style="list-style-type: none"> promote the Programme to ensure adequate take up and demand for Programme services; and provide the Department with high-level market and business intelligence to 	<p>Promotion and Marketing (overall 2)</p> <p>(i) Ability to promote Programme services to eligible businesses through marketing, communications and business development activities; and</p> <p>s47E(d), s47C(1)</p> <p>(ii) ability to promote Programme</p>	

	support continuous improvement and delivery of services.	services to eligible businesses to ensure adequate demand for and take-up of Programme services is maintained. s47E(d), s47C(1)	
		Industry Knowledge (i) Industry knowledge, interaction and linkages with eligible businesses; s47E(d), s47C(1) (ii) connection with and understanding of what is occurring across the business landscape for SMEs, including start-ups; and s47E(d), s47C(1) (iii) ability to provide the Department with market and business intelligence relating to the Programme's eligible businesses, including any value-added services to support the Department's achievement of Programme objectives. s47E(d), s47C(1)	
Unweighted Criteria			
3.	Price		Not weighted
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	Pricing proposed by the tenderer to deliver the Programme services and deliverables.	(i) Pricing offered including all costs, fees, allowances and charges associated with the implementation and completion of obligations under the Draft Form Contract; (ii) pricing structure; and (iii) proposed payment schedules and life cycle costs.	

4.	Risk		Not weighted s47E(d), s47C(1)
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	Any risks inherent in the tender.	<p>Any risks inherent in the tender which may include (but is not limited to):</p> <ul style="list-style-type: none"> • management of any actual, perceived or potential conflicts of interest; • level of compliance with this RFT (including the Draft Form of Contract); • adequacy of the insurance proposed by the tenderer; • past performance of contractual obligations by the tenderer. For the purposes of this sub-criterion, tenderer also encompasses any related body corporate, proposed subcontractor or their related body corporate, or special purpose vehicle (in which any of these entities have been involved); and • the nature and health of the tenderer's or proposed subcontractors' previous contractual relationships with the Commonwealth and behaviour. 	
5.	Corporate and Financial Viability		Not weighted
		<p>(i) Proposed corporate structure and management structure, including senior management;</p> <p>(ii) tenderer's business size; locations and duration of operation;</p> <p>(iii) details of any litigation or any other relevant issues that may affect the tenderer's performance;</p> <p>(iv) financial reference checks;</p> <p>(v) the proposed corporate structure of the tenderer and proposed</p>	s47E(d), s47C(1)

		<p>subcontractors, including for any related bodies corporate; and</p> <p>(vi) the financial and corporate viability of the tenderer and proposed subcontractors to fulfil the obligations set out in the Draft Form of Contract.</p>	
6.	Commonwealth Policies		647E(8), 647C(
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	The tenderer's ability to sufficiently conform and provide the services in accordance with relevant Commonwealth Procurement Connected Policies.	Indigenous Procurement Policy In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to: <ul style="list-style-type: none"> (i) using Indigenous enterprises in its supply chain; and (ii) the employment of Indigenous Australians. 	
		Requirement of Economic Benefit for Australia In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to providing benefits to the Australian economy including in the areas of employment, environmental sustainability and innovation.	

STAGE 2 TECHNICAL ASSESSMENT FORM

Criterion ID	i. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	13 Dec 2019
Evaluation Rating Summary Word Picture	<div style="display: flex; align-items: flex-start;"> <div style="flex: 1;"> <p>Exceptional</p> <p>Good</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p> </div> <div style="flex: 1; padding-left: 10px;"> <p>s47E(d), s47C(1)</p> <p>OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> </div> </div>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)

	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	s47E(d), s47C(1)
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]																											
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																											
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td><td>Almost Certain <input type="checkbox"/></td><td>Unlikely <input type="checkbox"/></td></tr> <tr> <td></td><td>Likely <input type="checkbox"/></td><td>Rare <input type="checkbox"/></td></tr> <tr> <td></td><td>Possible <input type="checkbox"/></td><td></td></tr> <tr> <td>Consequence:</td><td>Severe <input type="checkbox"/></td><td>Minor <input type="checkbox"/></td></tr> <tr> <td></td><td>Major <input type="checkbox"/></td><td>Insignificant <input type="checkbox"/></td></tr> <tr> <td></td><td>Moderate <input type="checkbox"/></td><td></td></tr> <tr> <td>Risk Level:</td><td>Extreme <input type="checkbox"/></td><td>Minor <input type="checkbox"/></td></tr> <tr> <td></td><td>High <input type="checkbox"/></td><td>Low <input type="checkbox"/></td></tr> <tr> <td></td><td>Medium <input type="checkbox"/></td><td></td></tr> </table>	Likelihood:	Almost Certain <input type="checkbox"/>	Unlikely <input type="checkbox"/>		Likely <input type="checkbox"/>	Rare <input type="checkbox"/>		Possible <input type="checkbox"/>		Consequence:	Severe <input type="checkbox"/>	Minor <input type="checkbox"/>		Major <input type="checkbox"/>	Insignificant <input type="checkbox"/>		Moderate <input type="checkbox"/>		Risk Level:	Extreme <input type="checkbox"/>	Minor <input type="checkbox"/>		High <input type="checkbox"/>	Low <input type="checkbox"/>		Medium <input type="checkbox"/>	
Likelihood:	Almost Certain <input type="checkbox"/>	Unlikely <input type="checkbox"/>																										
	Likely <input type="checkbox"/>	Rare <input type="checkbox"/>																										
	Possible <input type="checkbox"/>																											
Consequence:	Severe <input type="checkbox"/>	Minor <input type="checkbox"/>																										
	Major <input type="checkbox"/>	Insignificant <input type="checkbox"/>																										
	Moderate <input type="checkbox"/>																											
Risk Level:	Extreme <input type="checkbox"/>	Minor <input type="checkbox"/>																										
	High <input type="checkbox"/>	Low <input type="checkbox"/>																										
	Medium <input type="checkbox"/>																											

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	13 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d)</p> <p>Good s47C(1) OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	3. Price
Tenderer Name	
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	
Evaluation Rating Summary Word Picture	<p> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria) Acceptable <input type="checkbox"/> Poor <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> Non-compliant <input type="checkbox"/> </p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	Not assessed here
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	13 Dec 2019
Evaluation Rating Summary Word Picture	<p> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria) Acceptable <input type="checkbox"/> Poor <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> Non-compliant <input type="checkbox"/> </p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	
Evaluation Rating Summary Word Picture	<p> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria) Acceptable <input type="checkbox"/> Poor <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> Non-compliant <input type="checkbox"/> </p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	13 Dec 2019
Evaluation Rating Summary Word Picture	<p> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria) Acceptable <input type="checkbox"/> Poor <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> Non-compliant <input type="checkbox"/> </p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

STAGE 2 TECHNICAL ASSESSMENT FORM

Criterion ID	1. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	6 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compilan</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)

	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]																																				
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																				
Evaluation Criterion Preliminary Risk Assessment	<p>Likelihood:</p> <table> <tr> <td>Almost Certain</td><td><input type="checkbox"/></td> <td>Unlikely</td><td><input type="checkbox"/></td> </tr> <tr> <td>Likely</td><td><input type="checkbox"/></td> <td>Rare</td><td><input type="checkbox"/></td> </tr> <tr> <td>Possible</td><td><input type="checkbox"/></td> <td></td><td></td> </tr> </table> <p>Consequence:</p> <table> <tr> <td>Severe</td><td><input type="checkbox"/></td> <td>Minor</td><td><input type="checkbox"/></td> </tr> <tr> <td>Major</td><td><input type="checkbox"/></td> <td>Insignificant</td><td><input type="checkbox"/></td> </tr> <tr> <td>Moderate</td><td><input type="checkbox"/></td> <td></td><td></td> </tr> </table> <p>Risk Level:</p> <table> <tr> <td>Extreme</td><td><input type="checkbox"/></td> <td>Minor</td><td><input type="checkbox"/></td> </tr> <tr> <td>High</td><td><input type="checkbox"/></td> <td>Low</td><td><input type="checkbox"/></td> </tr> <tr> <td>Medium</td><td><input type="checkbox"/></td> <td></td><td></td> </tr> </table>	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>	Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>	Possible	<input type="checkbox"/>			Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>	Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>	Moderate	<input type="checkbox"/>			Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>	High	<input type="checkbox"/>	Low	<input type="checkbox"/>	Medium	<input type="checkbox"/>		
Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>																																		
Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>																																		
Possible	<input type="checkbox"/>																																				
Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																		
Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>																																		
Moderate	<input type="checkbox"/>																																				
Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																		
High	<input type="checkbox"/>	Low	<input type="checkbox"/>																																		
Medium	<input type="checkbox"/>																																				

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	<p>Agree to moderated finding <input type="checkbox"/></p> <p>Dissent to moderated finding <input type="checkbox"/></p>
Signature	

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	6 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	3. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	6 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	<u>Not assessed as part of this stage.</u>
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	6 Dec 2019
Evaluation Rating Summary Word Picture	<div> <div> Exceptional <input type="checkbox"/> </div> <div> Good <input type="checkbox"/> </div> <div> Acceptable <input type="checkbox"/> </div> <div> Poor <input type="checkbox"/> </div> <div> Unsatisfactory <input type="checkbox"/> </div> <div> Non-compliant <input type="checkbox"/> </div> </div> <div> <div>s47E(d), s47C(1)</div> <div>OR</div> <div>(for unweighted criteria)</div> </div>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	6 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	6 Dec 2019
Evaluation Rating Summary Word Picture	<div> <div> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Poor <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> Non-compliant <input type="checkbox"/> </div> <div> s47E(d), s47C(1) OR (for unweighted criteria) </div> </div>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	7.12.19
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – (see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions)	<p>s47E(d), s47C(1)</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	s47E(d), s47C(1)
Additional Comments	

Negotiation points

Negotiating Points	s47E(d), s47C(1)
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Risk

Evaluation Criterion Risk Identified	s47E(d), s47C(1)																																				
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																				
Evaluation Criterion Preliminary Risk Assessment	<p>Likelihood:</p> <table> <tr> <td>Almost Certain</td><td><input type="checkbox"/></td> <td>Unlikely</td><td><input type="checkbox"/></td> </tr> <tr> <td>Likely</td><td><input type="checkbox"/></td> <td>Rare</td><td><input type="checkbox"/></td> </tr> <tr> <td>Possible</td><td><input type="checkbox"/></td> <td></td><td></td> </tr> </table> <p>Consequence:</p> <table> <tr> <td>Severe</td><td><input type="checkbox"/></td> <td>Minor</td><td><input type="checkbox"/></td> </tr> <tr> <td>Major</td><td><input type="checkbox"/></td> <td>Insignificant</td><td><input type="checkbox"/></td> </tr> <tr> <td>Moderate</td><td><input type="checkbox"/></td> <td></td><td></td> </tr> </table> <p>Risk Level:</p> <table> <tr> <td>Extreme</td><td><input type="checkbox"/></td> <td>Minor</td><td><input type="checkbox"/></td> </tr> <tr> <td>High</td><td><input type="checkbox"/></td> <td>Low</td><td><input type="checkbox"/></td> </tr> <tr> <td>Medium</td><td><input type="checkbox"/></td> <td></td><td></td> </tr> </table>	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>	Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>	Possible	<input type="checkbox"/>			Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>	Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>	Moderate	<input type="checkbox"/>			Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>	High	<input type="checkbox"/>	Low	<input type="checkbox"/>	Medium	<input type="checkbox"/>		
Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>																																		
Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>																																		
Possible	<input type="checkbox"/>																																				
Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																		
Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>																																		
Moderate	<input type="checkbox"/>																																				
Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																		
High	<input type="checkbox"/>	Low	<input type="checkbox"/>																																		
Medium	<input type="checkbox"/>																																				

Notes:

7. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Weighted Criteria		
1.	Organisational Capability	
	Key Criterion Column (a)	Sub-Criteria Column (b)
	The overall organisational ability of the tenderer to deliver and support the delivery of the requirements, including meeting contractual obligations and having the financial capacity to deliver the requirements (services), and demonstrate that proposed specified personnel have the ability and skills to deliver the Programme services and provide the deliverables.	General (i) Organisational experience delivering expert business advisory and facilitation services; <i>s47E(d), s47C(1)</i> (ii) ability to provide a minimum of five full time equivalent specified personnel of suitable quality and experience to deliver Programme services; <i>s47E(d), s47C(1)</i> (iii) understanding of and ability to deliver expert business advisory and facilitation services (as relevant); <i>s47E(d), s47C(1)</i> (iv) ability to deliver Programme services appropriate to the individual needs of businesses; <i>s47E(d), s47C(1)</i> (Noting diversity and that there is a number of roles to fill) (v) ability to implement quality assurance systems and processes
		70%

		<p>for consistent delivery of high quality services;</p> <p>s47E(d), s47C(1)</p> <p>(vi) ability to deliver Programme services in a way that is flexible, adaptable and scalable;</p> <p>s47E(d), s47C(1)</p> <p>(vii) ability to appropriately manage service delivery timeframes as specified by the Department;</p> <p>s47E(d), s47C(1)</p> <p>(viii) ability to respond to significant increases or decreases in the level of services or changes to the services resulting from changes to Commonwealth policy or the number of eligible businesses entering the Programme;</p> <p>s47E(d), s47C(1)</p> <p>(ix) ability to work with other Delivery Partners to form a state and/or national network;</p> <p>s47E(d), s47C(1)</p> <p>(x) ability to connect with and facilitate referrals of eligible businesses to other relevant Government programs including but not limited to Industry Growth Centres;</p> <p>s47E(d), s47C(1)</p> <p>(xi) have a service delivery model to comply with the delivery principle to ensure continuity of service to a business as outlined in item 2 of Schedule 1– Statement of Requirement;</p> <p>s47E(d), s47C(1)</p> <p>(xii) ability to offer other ad hoc project services to further support the achievement of the Programme’s objectives; and</p> <p>s47E(d), s47C(1)</p> <p>(xiii) ability to instil confidence for</p>	
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		<p>businesses entering the Programme, some of whom may be seeking expert business advisory assistance for the first time, including those from culturally and linguistically diverse, or Indigenous backgrounds.</p> <p>s47E(d), s47C(1)</p>	
		<p>Project Management</p> <p>(i) Ability to ensure quality assurance and performance management plans are in place and achievable;</p> <p>s47E(d), s47C(1)</p> <p>(ii) ability to manage workflow including effective resource allocation, workload balancing and ensuring appropriate specialist skills are deployed in response to customer needs within required timeframes;</p> <p>s47E(d), s47C(1)</p> <p>(iii) ability to ensure ongoing professional development of tenderer's specified personnel;</p> <p>s47E(d), s47C(1)</p> <p>(iv) ability to manage resourcing (equipment and facilities including ICT);</p> <p>s47E(d), s47C(1)</p> <p>(v) ability to have adequate ICT security protocols in place to ensure customer information is stored securely and only accessed or used for the purpose of delivering Programme services;</p> <p>s47E(d), s47C(1)</p> <p>(vi) ability to manage any delays in providing the services;</p> <p>s47E(d), s47C(1)</p> <p>(vii) ability to comply with the Programme's administrative requirements;</p> <p>s47E(d), s47C(1)</p>	

		<p>(viii) ability to transition in and transition out of the Programme; and s47E(d), s47C(1)</p> <p>(ix) ability to appropriately manage work health and safety issues. s47E(d), s47C(1)</p> <p>Specified Personnel</p> <p>(i) Extent of specified personnel's first-hand business experience and knowledge of current issues affecting eligible businesses; s47E(d), s47C(1)</p> <p>(ii) suitability of specified personnel's skills to fulfil the roles of Facilitators as outlined in Appendix B of Schedule 1 - Statement of Requirement; s47E(d), s47C(1)</p> <p>(iii) tenderer's ability to replace specified personnel if positions become vacant during the course of the contract or additional specified personnel are required due to increased demand for Programme services; s47E(d), s47C(1)</p> <p>(iv) diversity of specified personnel. s47E(d), s47C(1)</p> <p>Note: If the tenderer does not currently have all specified personnel, please outline the methodology that will be applied to attract and appoint suitably skilled and qualified specified personnel.</p>	
2.	Promotion and Marketing and Industry Knowledge		30%
	Key Criterion Column (a)	Sub-Criteria Column (b)	

	<p>The overall ability of the tenderer to:</p> <ul style="list-style-type: none">• promote the Programme to ensure adequate take up and demand for Programme services; and• provide the Department with high-level market and business intelligence to support continuous improvement and delivery of services.	<p>Promotion and Marketing (overall 2)</p> <p>(i) Ability to promote Programme services to eligible businesses through marketing, communications and business development activities; and</p> <p>s47E(d), s47C(1)</p> <p>(ii) ability to promote Programme services to eligible businesses to ensure adequate demand for and take-up of Programme services is maintained.</p> <p>s47E(d), s47C(1)</p>				
		<p>Industry Knowledge</p> <p>(i) Industry knowledge, interaction and linkages with eligible businesses;</p> <p>s47E(d), s47C(1)</p> <p>(ii) connection with and understanding of what is occurring across the business landscape for SMEs, including start-ups; and</p> <p>s47E(d), s47C(1)</p> <p>(iii) ability to provide the Department with market and business intelligence relating to the Programme’s eligible businesses, including any value-added services to support the Department’s achievement of Programme objectives.</p> <p>s47E(d), s47C(1)</p>				
	Unweighted Criteria					
3.	<table><tr><th>Key Criterion Column (a)</th><th>Price Sub-Criteria Column (b)</th></tr><tr><td>Pricing proposed by the tenderer to deliver the Programme services and deliverables.</td><td>(i) Pricing offered including all costs, fees, allowances and charges associated with the implementation and completion of obligations under</td></tr></table>	Key Criterion Column (a)	Price Sub-Criteria Column (b)	Pricing proposed by the tenderer to deliver the Programme services and deliverables.	(i) Pricing offered including all costs, fees, allowances and charges associated with the implementation and completion of obligations under	Not weighted
Key Criterion Column (a)	Price Sub-Criteria Column (b)					
Pricing proposed by the tenderer to deliver the Programme services and deliverables.	(i) Pricing offered including all costs, fees, allowances and charges associated with the implementation and completion of obligations under					

		<p>the Draft Form Contract;</p> <p>(ii) pricing structure; and</p> <p>(iii) proposed payment schedules and life cycle costs.</p>	
4.	Risk		Not weighted ?
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	Any risks inherent in the tender.	<p>Any risks inherent in the tender which may include (but is not limited to):</p> <ul style="list-style-type: none"> • management of any actual, perceived or potential conflicts of interest; • level of compliance with this RFT (including the Draft Form of Contract); • adequacy of the insurance proposed by the tenderer; • past performance of contractual obligations by the tenderer. For the purposes of this sub-criterion, tenderer also encompasses any related body corporate, proposed subcontractor or their related body corporate, or special purpose vehicle (in which any of these entities have been involved); and • the nature and health of the tenderer's or proposed subcontractors' previous contractual relationships with the Commonwealth and behaviour. 	
5.	Corporate and Financial Viability		Not weighted
		<p>(i) Proposed corporate structure and management structure, including senior management;</p> <p>(ii) tenderer's business size; locations and duration of operation;</p> <p>(iii) details of any litigation or any other</p>	s47E(d), s47C(1)

		<p>relevant issues that may affect the tenderer's performance;</p> <p>(iv) financial reference checks;</p> <p>(v) the proposed corporate structure of the tenderer and proposed subcontractors, including for any related bodies corporate; and</p> <p>(vi) the financial and corporate viability of the tenderer and proposed subcontractors to fulfil the obligations set out in the Draft Form of Contract.</p>	
6.	Commonwealth Policies		s47E(d), s47C(1)
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	The tenderer's ability to sufficiently conform and provide the services in accordance with relevant Commonwealth Procurement Connected Policies.	Indigenous Procurement Policy In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to: <ul style="list-style-type: none"> (i) using Indigenous enterprises in its supply chain; and (ii) the employment of Indigenous Australians. 	
		Requirement of Economic Benefit for Australia In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to providing benefits to the Australian economy including in the areas of employment, environmental sustainability and innovation.	

STAGE 2 TECHNICAL ASSESSMENT FORM

Criterion ID	1. Organisational Capability
Tenderer Name	s22(1)(a)(ii) up
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	14/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)

	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]
Evaluation Criterion Preliminary Risk Assessment	<p>Likelihood:</p> <p>Almost Certain <input type="checkbox"/></p> <p>Likely <input type="checkbox"/></p> <p>Possible <input type="checkbox"/></p> <p>Unlikely <input type="checkbox"/></p> <p>Rare <input type="checkbox"/></p> <p>Consequence:</p> <p>Severe <input type="checkbox"/></p> <p>Major <input type="checkbox"/></p> <p>Moderate <input type="checkbox"/></p> <p>Minor <input type="checkbox"/></p> <p>Insignificant <input type="checkbox"/></p> <p>Risk Level:</p> <p>Extreme <input type="checkbox"/></p> <p>High <input type="checkbox"/></p> <p>Medium <input type="checkbox"/></p> <p>Minor <input type="checkbox"/></p> <p>Low <input type="checkbox"/></p>

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	<p>Agree to moderated finding <input type="checkbox"/></p> <p>Dissent to moderated finding <input type="checkbox"/></p>
Signature	

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	14/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	s47E(d), s47C(1)
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0

Additional Comments (if any)	
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Criterion ID	3. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	14/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	14/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	14/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	14/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

STAGE 2 TECHNICAL ASSESSMENT FORM

Criterion ID	1. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d)</p> <p>Good s47C(1) OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)

	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]																																																
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																																
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td><td>Almost Certain</td><td><input type="checkbox"/></td><td>Unlikely</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Likely</td><td><input type="checkbox"/></td><td>Rare</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Possible</td><td><input type="checkbox"/></td><td></td><td></td></tr> <tr> <td>Consequence:</td><td>Severe</td><td><input type="checkbox"/></td><td>Minor</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Major</td><td><input type="checkbox"/></td><td>Insignificant</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Moderate</td><td><input type="checkbox"/></td><td></td><td></td></tr> <tr> <td>Risk Level:</td><td>Extreme</td><td><input type="checkbox"/></td><td>Minor</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>High</td><td><input type="checkbox"/></td><td>Low</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Medium</td><td><input type="checkbox"/></td><td></td><td></td></tr> </table>				Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>		Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>		Possible	<input type="checkbox"/>			Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>		Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>		Moderate	<input type="checkbox"/>			Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>		High	<input type="checkbox"/>	Low	<input type="checkbox"/>		Medium	<input type="checkbox"/>		
Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>																																													
	Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>																																													
	Possible	<input type="checkbox"/>																																															
Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>																																													
	Moderate	<input type="checkbox"/>																																															
Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	High	<input type="checkbox"/>	Low	<input type="checkbox"/>																																													
	Medium	<input type="checkbox"/>																																															

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<div> <div> Exceptional Good Acceptable Poor Unsatisfactory Non-compliant </div> <div> s47E(d), s47C(1) </div> <div> OR </div> <div> Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria) </div> </div>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	3. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<div> Exceptional <input type="checkbox"/> </div> <div> Good <input type="checkbox"/> </div> <div> Acceptable <input type="checkbox"/> </div> <div> Poor <input type="checkbox"/> </div> <div> Unsatisfactory <input type="checkbox"/> </div> <div> Non-compliant <input type="checkbox"/> </div> <div style="text-align: center; margin-top: 10px;"> OR s47E(d), s47C(1) or unweighted criteria) </div>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR s47E(d), s47C(1) or unweighted criteria</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

STAGE 2 TECHNICAL ASSESSMENT FORM

Criterion ID	1. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	14/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)

	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]
Evaluation Criterion Preliminary Risk Assessment	<p>Likelihood: Almost Certain <input type="checkbox"/> Unlikely <input type="checkbox"/></p> <p> Likely <input type="checkbox"/> Rare <input type="checkbox"/></p> <p> Possible <input type="checkbox"/></p> <p>Consequence: Severe <input type="checkbox"/> Minor <input type="checkbox"/></p> <p> Major <input type="checkbox"/> Insignificant <input type="checkbox"/></p> <p> Moderate <input type="checkbox"/></p> <p>Risk Level: Extreme <input type="checkbox"/> Minor <input type="checkbox"/></p> <p> High <input type="checkbox"/> Low <input type="checkbox"/></p> <p> Medium <input type="checkbox"/></p>

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	<p>Agree to moderated finding <input type="checkbox"/></p> <p>Dissent to moderated finding <input type="checkbox"/></p>
Signature	

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	14/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	s47E(d), s47C(1)
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0

Additional Comments (if any)	
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Criterion ID	3. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	14/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	14/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	14/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	14/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

STAGE 2 TECHNICAL ASSESSMENT FORM

Criterion ID	2. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1) OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Good</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)

	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]																																																
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																																
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td><td>Almost Certain</td><td><input type="checkbox"/></td><td>Unlikely</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Likely</td><td><input type="checkbox"/></td><td>Rare</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Possible</td><td><input type="checkbox"/></td><td></td><td></td></tr> <tr> <td>Consequence:</td><td>Severe</td><td><input type="checkbox"/></td><td>Minor</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Major</td><td><input type="checkbox"/></td><td>Insignificant</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Moderate</td><td><input type="checkbox"/></td><td></td><td></td></tr> <tr> <td>Risk Level:</td><td>Extreme</td><td><input type="checkbox"/></td><td>Minor</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>High</td><td><input type="checkbox"/></td><td>Low</td><td><input type="checkbox"/></td></tr> <tr> <td></td><td>Medium</td><td><input type="checkbox"/></td><td></td><td></td></tr> </table>				Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>		Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>		Possible	<input type="checkbox"/>			Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>		Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>		Moderate	<input type="checkbox"/>			Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>		High	<input type="checkbox"/>	Low	<input type="checkbox"/>		Medium	<input type="checkbox"/>		
Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>																																													
	Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>																																													
	Possible	<input type="checkbox"/>																																															
Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>																																													
	Moderate	<input type="checkbox"/>																																															
Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	High	<input type="checkbox"/>	Low	<input type="checkbox"/>																																													
	Medium	<input type="checkbox"/>																																															

Notes:

7. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Criterion ID	8. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	9. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	10. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<div> <div> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Poor <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> Non-compliant <input type="checkbox"/> </div> <div> s47E(d), s47C(1) OR (for unweighted criteria) </div> </div>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	11. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	12. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR s47E(d), s47C(1) (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	1. Organisational Capability
Tenderer Name	On-Market Book Builds Pty Ltd
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	12 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input checked="" type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	<p>General</p> <ul style="list-style-type: none"> i. Have organisational experience delivering commercialisation advice. ii. Identifies and shows ability to engage a minimum of 5 specified personnel of suitable skills and quality. At p30 indicates a clear strategy for recruitment, renewal and diversity. iii. Tender shows an understanding of commercialisation, shows ability to deliver as currently delivering advisory services. iv. Ability is evident. v. Discursive addressing of QA and performance management, but establishes ability adequately. vi. Adaptability, flexibility, not very clearly addressed. Scalability addressed under responsiveness to demand etc., adequately described. vii. Ability adequately described. viii. Ability adequately described. ix. Good mindset shown on collaboration. x. Sketchy, referrals to programs not clearly addressed, describes commercial referrals. xi. Service model appears well considered. xii. Does not specify ad hoc offers, but articulates strong ability in commercialisation.

	<p>xiii. Credibility of existing business supports ability to instil confidence.</p> <p>Project Management</p> <ul style="list-style-type: none"> i. Detailed plans provided, supports good ability. ii. Good ability indicated to manage workflows. iii. Good evidence of professional development ability. iv. Basic description of resources management, but appears adequate. v. Detailed info on ICT security management ability. vi. Sketchy coverage of managing delays. vii. Adequate ability to comply with admin requirements. viii. Detailed transition-in and transition out plans. ix. Good ability to manage WHS indicated. <p>Specified Personnel</p> <ul style="list-style-type: none"> i. Strong experience and knowledge, particularly in commercialisation. ii. Strong skills, particularly in commercialisation. iii. Well-articulated recruitment, renewal and diversity strategy. iv. 2 women of 8 specified. However, diversity strategy for recruitment.
Why a higher rating was not awarded...	Some criteria light on detail, e.g. referrals. Doesn't show understanding of Growth.
Why a lower rating was not awarded...	Strong in many areas.
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]																																																
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																																
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td> <td>Almost Certain</td> <td><input type="checkbox"/></td> <td>Unlikely</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Likely</td> <td><input type="checkbox"/></td> <td>Rare</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Possible</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Consequence:</td> <td>Severe</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Major</td> <td><input type="checkbox"/></td> <td>Insignificant</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Moderate</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Risk Level:</td> <td>Extreme</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>High</td> <td><input type="checkbox"/></td> <td>Low</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Medium</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>				Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>		Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>		Possible	<input type="checkbox"/>			Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>		Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>		Moderate	<input type="checkbox"/>			Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>		High	<input type="checkbox"/>	Low	<input type="checkbox"/>		Medium	<input type="checkbox"/>		
Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>																																													
	Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>																																													
	Possible	<input type="checkbox"/>																																															
Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>																																													
	Moderate	<input type="checkbox"/>																																															
Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	High	<input type="checkbox"/>	Low	<input type="checkbox"/>																																													
	Medium	<input type="checkbox"/>																																															

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	On-Market Book Builds Pty Ltd
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	12 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input checked="" type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	<p>Promotion and Marketing</p> <ul style="list-style-type: none"> i. Well connected channels to commercialisation environment – channels with currency/future thinking. ii. Well connected channels to commercialisation environment – channels with currency/future thinking. <p>Industry Knowledge</p> <ul style="list-style-type: none"> i. Light on description for intelligence offerings, but suggests their place in the commercialisation ecosystem gives them the ability.
Why a higher rating was not awarded...	Lacks detail about intelligence capabilities.
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	3. Price
Tenderer Name	On-Market Book Builds Pty Ltd
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	12 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	<u>Not assessed as part of this stage.</u>
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	4. Risk
Tenderer Name	On-Market Book Builds Pty Ltd
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	12 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input checked="" type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	Criteria addressed.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	On-Market Book Builds Pty Ltd
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	12 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	6. Commonwealth Policies
Tenderer Name	On-Market Book Builds Pty Ltd
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	12 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input checked="" type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	<p>Indigenous Procurement</p> <p>i. States fully support, and have strategy to increase diversity, but little detail re indigenous strategies.</p> <p>ii. States fully support, and have strategy to increase diversity, but little detail re indigenous strategies.</p> <p>Economic benefit for Australia</p> <p>Show sustainability, innovation and economic benefit credentials.</p>
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID																									
Tenderer Name	On-Market Book Builds Pty Ltd																								
Assessor Name	s22(1)(a)(ii)																								
Date or period of Criterion Assessment	14.12.19																								
Evaluation Rating Summary Word Picture	AC : Good <input checked="" type="checkbox"/> Growth : Poor <input checked="" type="checkbox"/>																								
Evaluation Criterion Word Picture and Score Justification	<p>Commercialisation & Growth Australia wide. Have noted flexibility to upscale or downscale. Syd office and accommodate 20 FTE. 4 Senior (State Heads) who manage workflow/QA/performance would manage 4 Facilitators in each region. One the 4 State Heads would be appointed National Head and report to the CEO and also be the departmental contact. An additional person will manage administration support. On signing of the Contract, we will have 20 Facilitators to be available for training from March and (full-time) from 1 July 2020, resourced as follows:</p> <p>We have 6 FTE executives that have meet or exceed the expertise and experience requirements described in the Request for Tender. These FTE can be deployed on 'as-needs basis' for training from March 2020 in the workflow management tools and quality assurance requirements of the Program.</p> <p>We will employ 9 senior facilitators from the 20 existing Accelerating Commercialisation facilitators. 50% of those will be offered to stay on permanently as leadership positions, 50% will be recruited to transition-out to make way for a more age-diverse and gender balanced AC program delivery; and</p> <p>We will employ 5 new mid-level facilitators from our industry networks (also to be available for training from March).</p> <p>Additional recruitment if awarded tender (by location) (prior to 1 July 2020)</p> <table><thead><tr><th></th><th>Accelerating Commercialisation</th><th>Growth - NSW</th></tr></thead><tbody><tr><td>Current FTE Executives (NSW)*</td><td>6</td><td>6</td></tr><tr><td>ACT/NSW</td><td>1</td><td>14</td></tr><tr><td>Vic/Tas</td><td>5</td><td></td></tr><tr><td>SA/NT</td><td>3</td><td></td></tr><tr><td>Q/NT</td><td>3</td><td></td></tr><tr><td>WA</td><td>2</td><td></td></tr><tr><td>FTE</td><td>20</td><td>20</td></tr></tbody></table> <p>* Current FTE facilitators are current FTE executives meeting the skills, experience requirements described in the Request for Tender; excludes support staff and investor facing (not SME-facing) innovation and technology team.</p> <p>Recruitment: OnMarket have noted a lack of diversity of current AC facilitators and put forward an approach to change this to reach a gender balance and diversity of age. They also intend to recruit for full time employees to fulfil these roles and utilise their extensive network through their platform, LinkedIn and Advisory companies they work with the attract candidates for Facilitation roles.</p> <p>Comments: OnMarket have a large reach and provided information about their involvement and understanding of the innovation ecosystem with a long list of events provided. Their submission positions them as an adaptive organisation that presents innovative and fresh thinking. They have highlighted their novel world first adaption for a capital raising facility, launched Oct 2013. Overall, OnMarket have strong commercialisation expertise and a unique value proposition suggesting that:</p> <p>"One of the merit criteria of the Accelerating Commercialisation programme is that the customer raises matching funding equal to the grant amount. Infrastructure that assists customers to satisfy Programme Criteria does not conflict with the role of Delivery Partner. It enhances it. OnMarket's novel approach will enable the Department to leverage our existing experienced executive team, infrastructure and reach to 49,000 investors. It can improve customer outcomes while enhancing the promotion and marketing of the Program. This provides the Department with significant value-for-money.</p> <p>Their submission provides a range of information and general examples or inferences of their capacity and capacity to delivery EP's services. There was limited specific examples of who and how and what impact the advice from OnMarket has had for businesses. Case studies, references and specific examples would have added evidence and strength to their submission. For example how has an interest in engaging with Indigenous people delivered Indigenous businesses results? (Reference page 21).The experience of the current team of Senior Managers is extensive and highlight applicable for commercialisation. OnMarket offer expertise and experience that could provide very complementary services to the programme for Accelerating Commercialisation. The pitch for Growth services was much weaker with no outline for where and how facilitators would service eligible customers.</p> <p>Project management: Workflow systems utilised and regularly reporting and tracking called a Quality Compliance Monitoring & Supervision (ICMS) Report.</p> <p>Quality Assurance (policy attached): The policy has been focused on the strategic principles of the operating model being client centred, business intelligence, targeted ad tailored, simple, outcomes focused and informed and collaborative. Peer review processes are not outlined.</p> <p>Promotion and Marketing: OnMarket have a very wide reach and mechanisms in place to promote programme services through digital platforms and traditional media. They have tested a wide range of media and can provide insights into what is effective for marketing the Programme. Overall, their ability to promote Programme services is sound and offers extensive reach. Propose to have a separate website section for EP.</p> <p>BI: OnMarket have outlined very generally what insights they can provide, but could have strengthen this with analysis and to demonstrate their capacity within this criterion. They have however, provided analysis of a current AC portfolio across to underpin their proposed footprint for AC Advisers.</p> <p>Transition in/out plans were attached and were robust. Including a schedule and outlined their approach for recruitment, expected turnover, training etc.</p> <p>ICT/Security: Practices appear sound with a focus on security and a clear disaster recovery plan. It is not clear where information is hosted and whether they meet Government security requirements with on-shore data storage.</p> <p>Insurance - a reduction is proposed to 5 million total or 2.5million claim limit.</p>		Accelerating Commercialisation	Growth - NSW	Current FTE Executives (NSW)*	6	6	ACT/NSW	1	14	Vic/Tas	5		SA/NT	3		Q/NT	3		WA	2		FTE	20	20
	Accelerating Commercialisation	Growth - NSW																							
Current FTE Executives (NSW)*	6	6																							
ACT/NSW	1	14																							
Vic/Tas	5																								
SA/NT	3																								
Q/NT	3																								
WA	2																								
FTE	20	20																							
Why a higher rating was not awarded...	Overall, OnMarket's response outlining their capability and capacity to deliver EP services was good for Commercialisation. Business and industry intelligence is an area they could have provided more analysis to strengthen their claims. The pitch for Growth services was much weaker with no outline for where and how facilitators would service eligible customers.																								
Why a lower rating was not awarded...	All criterion were met.																								

Negotiation points

Negotiating Points	Peer review Contract terms Insurance requirements Recruitment plan for transition in of cohorts
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Risk

Evaluation Criterion Risk Identified	Shortlist questions /Review: Risks Credibility																											
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																											
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td><td>Almost Certain <input type="checkbox"/></td><td>Unlikely <input type="checkbox"/></td></tr> <tr> <td></td><td>Likely <input type="checkbox"/></td><td>Rare <input type="checkbox"/></td></tr> <tr> <td></td><td>Possible <input type="checkbox"/></td><td></td></tr> <tr> <td>Consequence:</td><td>Severe <input type="checkbox"/></td><td>Minor <input type="checkbox"/></td></tr> <tr> <td></td><td>Major <input type="checkbox"/></td><td>Insignificant <input type="checkbox"/></td></tr> <tr> <td></td><td>Moderate <input type="checkbox"/></td><td></td></tr> <tr> <td>Risk Level:</td><td>Extreme <input type="checkbox"/></td><td>Minor <input type="checkbox"/></td></tr> <tr> <td></td><td>High <input type="checkbox"/></td><td>Low <input type="checkbox"/></td></tr> <tr> <td></td><td>Medium <input type="checkbox"/></td><td></td></tr> </table>	Likelihood:	Almost Certain <input type="checkbox"/>	Unlikely <input type="checkbox"/>		Likely <input type="checkbox"/>	Rare <input type="checkbox"/>		Possible <input type="checkbox"/>		Consequence:	Severe <input type="checkbox"/>	Minor <input type="checkbox"/>		Major <input type="checkbox"/>	Insignificant <input type="checkbox"/>		Moderate <input type="checkbox"/>		Risk Level:	Extreme <input type="checkbox"/>	Minor <input type="checkbox"/>		High <input type="checkbox"/>	Low <input type="checkbox"/>		Medium <input type="checkbox"/>	
Likelihood:	Almost Certain <input type="checkbox"/>	Unlikely <input type="checkbox"/>																										
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	Moderate <input type="checkbox"/>																											
Risk Level:	Extreme <input type="checkbox"/>	Minor <input type="checkbox"/>																										
	High <input type="checkbox"/>	Low <input type="checkbox"/>																										
	Medium <input type="checkbox"/>																											

Notes:

7. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Weighted Criteria		
1.	Organisational Capability	
	Key Criterion	Sub-Criteria
	Column (a)	Column (b)
	The overall organisational ability of the tenderer to deliver and support the delivery of the requirements, including meeting contractual obligations and having the financial capacity to deliver the requirements (services), and demonstrate that proposed specified personnel have the ability and skills to deliver the Programme services and provide the deliverables.	General (i) Organisational experience delivering expert business advisory and facilitation services; 3 (ii) ability to provide a minimum of five full time equivalent specified personnel of suitable quality and experience to deliver Programme services; 5 (iii) understanding of and ability to deliver expert business advisory and facilitation services (as relevant); 4 (iv) ability to deliver Programme services appropriate to the individual needs of businesses; 3 (v) ability to implement quality assurance systems and processes for consistent delivery of high quality services; 4 (vi) ability to deliver Programme services in a way that is flexible, adaptable and scalable;

		<p>4</p> <p>(vii) ability to appropriately manage service delivery timeframes as specified by the Department;</p> <p>4</p> <p>(viii) ability to respond to significant increases or decreases in the level of services or changes to the services resulting from changes to Commonwealth policy or the number of eligible businesses entering the Programme;</p> <p>4</p> <p>(ix) ability to work with other Delivery Partners to form a state and/or national network;</p> <p>4</p> <p>(x) ability to connect with and facilitate referrals of eligible businesses to other relevant Government programs including but not limited to Industry Growth Centres;</p> <p>4</p> <p>(xi) have a service delivery model to comply with the delivery principle to ensure continuity of service to a business as outlined in item 2 of Schedule 1– Statement of Requirement;</p> <p>5</p> <p>(xii) ability to offer other ad hoc project services to further support the achievement of the Programme’s objectives; and</p> <p>2</p> <p>(xiii) ability to instil confidence for businesses entering the Programme, some of whom may be seeking expert business advisory assistance for the first time, including those from culturally and linguistically diverse, or Indigenous backgrounds.</p>	
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		3	
		Project Management (i) Ability to ensure quality assurance and performance management plans are in place and achievable; 4 (ii) ability to manage workflow including effective resource allocation, workload balancing and ensuring appropriate specialist skills are deployed in response to customer needs within required timeframes; 4 (iii) ability to ensure ongoing professional development of tenderer's specified personnel; 4 (iv) ability to manage resourcing (equipment and facilities including ICT); 4 (v) ability to have adequate ICT security protocols in place to ensure customer information is stored securely and only accessed or used for the purpose of delivering Programme services; 4 (vi) ability to manage any delays in providing the services; 4 (vii) ability to comply with the Programme's administrative requirements; 4 (viii) ability to transition in and transition out of the Programme; and 4 (ix) ability to appropriately manage work health and safety issues.	

		4	
		<p>Specified Personnel</p> <p>(i) Extent of specified personnel's first-hand business experience and knowledge of current issues affecting eligible businesses; 4</p> <p>(ii) suitability of specified personnel's skills to fulfil the roles of Facilitators as outlined in Appendix B of Schedule 1 - Statement of Requirement; 4</p> <p>(iii) tenderer's ability to replace specified personnel if positions become vacant during the course of the contract or additional specified personnel are required due to increased demand for Programme services; 4</p> <p>(iv) diversity of specified personnel. 5</p> <p>Note: If the tenderer does not currently have all specified personnel, please outline the methodology that will be applied to attract and appoint suitably skilled and qualified specified personnel.</p>	
2.	Promotion and Marketing and Industry Knowledge		30%
	Key Criterion Column (a)	Sub-Criteria Column (b)	

	The overall ability of the tenderer to: <ul style="list-style-type: none">• promote the Programme to ensure adequate take up and demand for Programme services; and• provide the Department with high-level market and business intelligence to support continuous improvement and delivery of services.	Promotion and Marketing (overall 2) (i) Ability to promote Programme services to eligible businesses through marketing, communications and business development activities; and 4 (ii) ability to promote Programme services to eligible businesses to ensure adequate demand for and take-up of Programme services is maintained. 5	
		Industry Knowledge (i) Industry knowledge, interaction and linkages with eligible businesses; 4 (ii) connection with and understanding of what is occurring across the business landscape for SMEs, including start-ups; and 5 (iii) ability to provide the Department with market and business intelligence relating to the Programme's eligible businesses, including any value-added services to support the Department's achievement of Programme objectives. 3	
	Unweighted Criteria		
3.	Price		Not weighted
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	Pricing proposed by the tenderer to deliver the Programme services and deliverables.	(i) Pricing offered including all costs, fees, allowances and charges associated with the implementation and completion of obligations under	

		<p>the Draft Form Contract;</p> <p>(ii) pricing structure; and</p> <p>(iii) proposed payment schedules and life cycle costs.</p>	
4.	Risk		Not weighted meets
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	Any risks inherent in the tender.	<p>Any risks inherent in the tender which may include (but is not limited to):</p> <ul style="list-style-type: none"> • management of any actual, perceived or potential conflicts of interest; • level of compliance with this RFT (including the Draft Form of Contract); • adequacy of the insurance proposed by the tenderer; • past performance of contractual obligations by the tenderer. For the purposes of this sub-criterion, tenderer also encompasses any related body corporate, proposed subcontractor or their related body corporate, or special purpose vehicle (in which any of these entities have been involved); and • the nature and health of the tenderer's or proposed subcontractors' previous contractual relationships with the Commonwealth and behaviour. 	
5.	Corporate and Financial Viability		Not weighted
		<p>(i) Proposed corporate structure and management structure, including senior management;</p> <p>(ii) tenderer's business size; locations and duration of operation;</p> <p>(iii) details of any litigation or any other</p>	Meets

		<p>relevant issues that may affect the tenderer's performance;</p> <p>(iv) financial reference checks;</p> <p>(v) the proposed corporate structure of the tenderer and proposed subcontractors, including for any related bodies corporate; and</p> <p>(vi) the financial and corporate viability of the tenderer and proposed subcontractors to fulfil the obligations set out in the Draft Form of Contract.</p>	
6.	Commonwealth Policies		<input checked="" type="checkbox"/>
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	The tenderer's ability to sufficiently conform and provide the services in accordance with relevant Commonwealth Procurement Connected Policies.	Indigenous Procurement Policy <p>In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to:</p> <p>(i) using Indigenous enterprises in its supply chain; and</p> <p>(ii) the employment of Indigenous Australians.</p>	
		Requirement of Economic Benefit for Australia <p>In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to providing benefits to the Australian economy including in the areas of employment, environmental sustainability and innovation.</p>	

STAGE 2 TECHNICAL ASSESSMENT FORM

Criterion ID	1. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<div> <div> Exceptional Good Acceptable Poor Unsatisfactory Non-compliant </div> <div> s47E(d), s47C(1) </div> <div> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria) </div> </div>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)

	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]																																																
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																																
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td> <td>Almost Certain</td> <td><input type="checkbox"/></td> <td>Unlikely</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Likely</td> <td><input type="checkbox"/></td> <td>Rare</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Possible</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Consequence:</td> <td>Severe</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Major</td> <td><input type="checkbox"/></td> <td>Insignificant</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Moderate</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Risk Level:</td> <td>Extreme</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>High</td> <td><input type="checkbox"/></td> <td>Low</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Medium</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>				Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>		Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>		Possible	<input type="checkbox"/>			Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>		Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>		Moderate	<input type="checkbox"/>			Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>		High	<input type="checkbox"/>	Low	<input type="checkbox"/>		Medium	<input type="checkbox"/>		
Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>																																													
	Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>																																													
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Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
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Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	High	<input type="checkbox"/>	Low	<input type="checkbox"/>																																													
	Medium	<input type="checkbox"/>																																															

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <small>s47E(d), s47C(1)</small></p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	3. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	<u>Not assessed as part of this stage</u>
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	<u>Not assessed as part of this stage</u>
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

STAGE 2 TECHNICAL ASSESSMENT FORM

Criterion ID	1. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	13 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-complan</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)

	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]																																																
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																																
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td> <td>Almost Certain</td> <td><input type="checkbox"/></td> <td>Unlikely</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Likely</td> <td><input type="checkbox"/></td> <td>Rare</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Possible</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Consequence:</td> <td>Severe</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Major</td> <td><input type="checkbox"/></td> <td>Insignificant</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Moderate</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Risk Level:</td> <td>Extreme</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>High</td> <td><input type="checkbox"/></td> <td>Low</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Medium</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>				Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>		Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>		Possible	<input type="checkbox"/>			Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>		Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>		Moderate	<input type="checkbox"/>			Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>		High	<input type="checkbox"/>	Low	<input type="checkbox"/>		Medium	<input type="checkbox"/>		
Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>																																													
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Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>																																													
	Moderate	<input type="checkbox"/>																																															
Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	High	<input type="checkbox"/>	Low	<input type="checkbox"/>																																													
	Medium	<input type="checkbox"/>																																															

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	3. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compileant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	<u>Not assessed as part of this stage</u>
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	<u>Not assessed as part of this stage</u>
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	15 Dec 2019
Evaluation Rating Summary Word Picture	<p> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria) Acceptable <input type="checkbox"/> Poor <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> Non-compliant <input type="checkbox"/> </p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Criterion ID	1. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	3 December 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d)</p> <p>Good s47C(1) OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p>s47E(d), s47C(1)</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	s47E(d), s47C(1)
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]																																																
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																																
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td> <td>Almost Certain</td> <td><input type="checkbox"/></td> <td>Unlikely</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Likely</td> <td><input type="checkbox"/></td> <td>Rare</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Possible</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Consequence:</td> <td>Severe</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Major</td> <td><input type="checkbox"/></td> <td>Insignificant</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Moderate</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Risk Level:</td> <td>Extreme</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>High</td> <td><input type="checkbox"/></td> <td>Low</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Medium</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>				Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>		Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>		Possible	<input type="checkbox"/>			Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>		Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>		Moderate	<input type="checkbox"/>			Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>		High	<input type="checkbox"/>	Low	<input type="checkbox"/>		Medium	<input type="checkbox"/>		
Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>																																													
	Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>																																													
	Possible	<input type="checkbox"/>																																															
Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>																																													
	Moderate	<input type="checkbox"/>																																															
Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	High	<input type="checkbox"/>	Low	<input type="checkbox"/>																																													
	Medium	<input type="checkbox"/>																																															

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Stage 2 Technical Assessment Form

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Stage 2 Technical Assessment Form

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	3 December 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactor</p> <p>Non-compila</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p>s47E(d), s47C(1)</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	s47E(d), s47C(1)
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Criterion ID	3. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	3 December 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	<u>Not assessed as part of this stage.</u>
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	3 December 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d)</p> <p>Good s47C(1) OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	3 December 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p>s47E(d), s47C(1)</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	3 December 2019
Evaluation Rating Summary Word Picture	<div> <div> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Poor <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> Non-compliant <input type="checkbox"/> </div> <div> s47E(d), s47C(1) OR (for unweighted criteria) </div> </div>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	s47E(d), 47C(1) [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Criterion ID	1. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	3 December 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d)</p> <p>Good s47C(1) OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p>s47E(d), s47C(1)</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	s47E(d), s47C(1)
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
---------------------------	--

Risk

Evaluation Criterion Risk Identified	[describe the risk]																																																
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																																
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td> <td>Almost Certain</td> <td><input type="checkbox"/></td> <td>Unlikely</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Likely</td> <td><input type="checkbox"/></td> <td>Rare</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Possible</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Consequence:</td> <td>Severe</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Major</td> <td><input type="checkbox"/></td> <td>Insignificant</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Moderate</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Risk Level:</td> <td>Extreme</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>High</td> <td><input type="checkbox"/></td> <td>Low</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Medium</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>				Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>		Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>		Possible	<input type="checkbox"/>			Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>		Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>		Moderate	<input type="checkbox"/>			Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>		High	<input type="checkbox"/>	Low	<input type="checkbox"/>		Medium	<input type="checkbox"/>		
Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>																																													
	Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>																																													
	Possible	<input type="checkbox"/>																																															
Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>																																													
	Moderate	<input type="checkbox"/>																																															
Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	High	<input type="checkbox"/>	Low	<input type="checkbox"/>																																													
	Medium	<input type="checkbox"/>																																															

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Stage 2 Technical Assessment Form

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Stage 2 Technical Assessment Form

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	3 December 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactor</p> <p>Non-compila</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p>s47E(d), s47C(1)</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	s47E(d), s47C(1)
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Criterion ID	3. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	3 December 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	<u>Not assessed as part of this stage.</u>
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	3 December 2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d)</p> <p>Good s47C(1) OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	3 December 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p>s47E(d), s47C(1)</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	3 December 2019
Evaluation Rating Summary Word Picture	<div> <div> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Poor <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> Non-compliant <input type="checkbox"/> </div> <div> <p>s47E(d), s47C(1)</p> <p>OR</p> <p>(for unweighted criteria)</p> </div> </div>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p>s47E(d), s47C(1)</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Stage 2 Technical Assessment Form

STAGE 2 TECHNICAL ASSESSMENT FORM

Stage 2 Technical Assessment Form

Criterion ID	1. Organisational Capability
Tenderer Name	s47E(d), s47C(1)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	05/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactor</p> <p>Non-compilan</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p>s47E(d), s47C(1)</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)

Stage 2 Technical Assessment Form

	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	s47E(d), s47C(1)
Evaluation Criterion Score	s47E(d), s47C(1)
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Stage 2 Technical Assessment Form

Risk

Evaluation Criterion Risk Identified	[describe the risk]																																																
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																																
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td> <td>Almost Certain</td> <td><input type="checkbox"/></td> <td>Unlikely</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Likely</td> <td><input type="checkbox"/></td> <td>Rare</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Possible</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Consequence:</td> <td>Severe</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Major</td> <td><input type="checkbox"/></td> <td>Insignificant</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Moderate</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Risk Level:</td> <td>Extreme</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>High</td> <td><input type="checkbox"/></td> <td>Low</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Medium</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>				Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>		Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>		Possible	<input type="checkbox"/>			Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>		Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>		Moderate	<input type="checkbox"/>			Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>		High	<input type="checkbox"/>	Low	<input type="checkbox"/>		Medium	<input type="checkbox"/>		
Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>																																													
	Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>																																													
	Possible	<input type="checkbox"/>																																															
Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>																																													
	Moderate	<input type="checkbox"/>																																															
Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	High	<input type="checkbox"/>	Low	<input type="checkbox"/>																																													
	Medium	<input type="checkbox"/>																																															

Notes:

7. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Stage 2 Technical Assessment Form

Criterion ID	8. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	05/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	s47E(d), s47C(1)
Evaluation Criterion Score	s47E(d), s47C(1)

Stage 2 Technical Assessment Form

Additional Comments (if any)	
Criterion ID	9. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	05/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	<u>Not assessed as part of this stage.</u>
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Criterion ID	10. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	05/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Criterion ID	11. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	05/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Stage 2 Technical Assessment Form

Criterion ID	12. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	05/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

STAGE 2 TECHNICAL ASSESSMENT FORM

Criterion ID	1. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	05/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d), s47C(1)</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactor</p> <p>Non-compilan</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	s47E(d), s47C(1)
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)

	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	s47E(d), s47C(1)
Evaluation Criterion Score	s47E(d), s47C(1)
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
--------------------	--

Risk

Evaluation Criterion Risk Identified	[describe the risk]
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]
Evaluation Criterion Preliminary Risk Assessment	<p>Likelihood: Almost Certain <input type="checkbox"/> Unlikely <input type="checkbox"/></p> <p> Likely <input type="checkbox"/> Rare <input type="checkbox"/></p> <p> Possible <input type="checkbox"/></p> <p>Consequence: Severe <input type="checkbox"/> Minor <input type="checkbox"/></p> <p> Major <input type="checkbox"/> Insignificant <input type="checkbox"/></p> <p> Moderate <input type="checkbox"/></p> <p>Risk Level: Extreme <input type="checkbox"/> Minor <input type="checkbox"/></p> <p> High <input type="checkbox"/> Low <input type="checkbox"/></p> <p> Medium <input type="checkbox"/></p>

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	<p>Agree to moderated finding <input type="checkbox"/></p> <p>Dissent to moderated finding <input type="checkbox"/></p>
Signature	

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	05/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional s47E(d)</p> <p>Good s47C(1) OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	s47E(d), s47C(1)
Evaluation Criterion Score	s47E(d), s47C(1)
Additional Comments (if any)	

Criterion ID	3. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	05/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	<u>Not assessed as part of this stage.</u>
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	05/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	05/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	05/12/2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	3.12.19
Evaluation Rating Summary Word Picture	<p style="text-align: right;">s47E(d), s47C</p> <p>Exceptional</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p>s47E(d), s47C(1)</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	s47E(d), s47C(1)
Evaluation Criterion Score	s47E(d), s47C(1)
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
---------------------------	--

Risk

Evaluation Criterion Risk Identified	[describe the risk]				
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]				
Evaluation Criterion Preliminary Risk Assessment	Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>
		Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>
		Possible	<input type="checkbox"/>		
	Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>
		Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>
		Moderate	<input type="checkbox"/>		
	Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>
		High	<input type="checkbox"/>	Low	<input type="checkbox"/>
		Medium	<input type="checkbox"/>		

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Weighted Criteria		
1.	Organisational Capability	
	70%	
Key Criterion Column (a)	Sub-Criteria Column (b)	
The overall organisational ability of the tenderer to deliver and support the delivery of the requirements, including meeting contractual obligations and having the financial capacity to deliver the requirements (services), and demonstrate that proposed specified personnel have the ability and skills to deliver the Programme services and provide the deliverables.	General (i) Organisational experience delivering expert business advisory and facilitation services; <small>s47E(d), s47C(1)</small> (ii) ability to provide a minimum of five full time equivalent specified personnel of suitable quality and experience to deliver Programme services; <small>s47E(d), s47C(1)</small> (iii) understanding of and ability to deliver expert business advisory and facilitation services (as relevant); <small>s47E(d), s47C(1)</small> (iv) ability to deliver Programme services appropriate to the individual needs of businesses; <small>s47E(d), s47C(1)</small> (v) ability to implement quality assurance systems and processes for consistent delivery of high quality services; <small>s47E(d), s47C(1)</small> (vi) ability to deliver Programme services in a way that is flexible, adaptable and scalable;	

		<p>s47E(d), s47C(1)</p> <p>(vii) ability to appropriately manage service delivery timeframes as specified by the Department;</p> <p>s47E(d), s47C(1)</p> <p>(viii) ability to respond to significant increases or decreases in the level of services or changes to the services resulting from changes to Commonwealth policy or the number of eligible businesses entering the Programme;</p> <p>s47E(d), s47C(1)</p> <p>(ix) ability to work with other Delivery Partners to form a state and/or national network;</p> <p>s47E(d), s47C(1)</p> <p>(x) ability to connect with and facilitate referrals of eligible businesses to other relevant Government programs including but not limited to Industry Growth Centres;</p> <p>s47E(d), s47C(1)</p> <p>(xi) have a service delivery model to comply with the delivery principle to ensure continuity of service to a business as outlined in item 2 of Schedule 1– Statement of Requirement;</p> <p>s47E(d), s47C(1)</p> <p>(xii) ability to offer other ad hoc project services to further support the achievement of the Programme’s objectives; and</p> <p>s47E(d), s47C(1)</p> <p>(xiii) ability to instil confidence for businesses entering the Programme, some of whom may be seeking expert business advisory assistance for the first time, including those from culturally and linguistically diverse, or Indigenous backgrounds.</p>	
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		<p>s47E(d), s47C(1)</p> <p>Project Management</p> <p>(i) Ability to ensure quality assurance and performance management plans are in place and achievable; s47E(d), s47C(1)</p> <p>(ii) ability to manage workflow including effective resource allocation, workload balancing and ensuring appropriate specialist skills are deployed in response to customer needs within required timeframes; s47E(d), s47C(1)</p> <p>(iii) ability to ensure ongoing professional development of tenderer's specified personnel; s47E(d), s47C(1)</p> <p>(iv) ability to manage resourcing (equipment and facilities including ICT); s47E(d), s47C(1)</p> <p>(v) ability to have adequate ICT security protocols in place to ensure customer information is stored securely and only accessed or used for the purpose of delivering Programme services; s47E(d), s47C(1)</p> <p>(vi) ability to manage any delays in providing the services; s47E(d), s47C(1)</p> <p>(vii) ability to comply with the Programme's administrative requirements; s47E(d), s47C(1)</p> <p>(viii) ability to transition in and transition out of the Programme; and</p> <p>(ix) ability to appropriately manage work health and safety issues.</p> <p>s47E(d), s47C(1)</p>	
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		<p>Specified Personnel</p> <p>(i) Extent of specified personnel's first-hand business experience and knowledge of current issues affecting eligible businesses; <small>s47E(d), s47C(1)</small></p> <p>(ii) suitability of specified personnel's skills to fulfil the roles of Facilitators as outlined in Appendix B of Schedule 1 - Statement of Requirement; <small>s47E(d), s47C(1)</small></p> <p>(iii) tenderer's ability to replace specified personnel if positions become vacant during the course of the contract or additional specified personnel are required due to increased demand for Programme services; and</p> <p>(iv) diversity of specified personnel. <small>s47E(d), s47C(1)</small></p> <p>Note: If the tenderer does not currently have all specified personnel, please outline the methodology that will be applied to attract and appoint suitably skilled and qualified specified personnel.</p>	
2.	Promotion and Marketing and Industry Knowledge		30%
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	<p>The overall ability of the tenderer to:</p> <ul style="list-style-type: none"> • promote the Programme to ensure adequate take up and demand for Programme services; and • provide the Department with high-level market and business intelligence to support continuous improvement and delivery 	<p>Promotion and Marketing (overall 2)</p> <p>(i) Ability to promote Programme services to eligible businesses through marketing, communications and business development activities; and</p> <p>(ii) ability to promote Programme services to eligible businesses to ensure adequate demand for and take-up of Programme services is maintained.</p>	

	of services.	Industry Knowledge (i) Industry knowledge, interaction and linkages with eligible businesses; <small>s47E(d), s47C(1)</small> (ii) connection with and understanding of what is occurring across the business landscape for SMEs, including start-ups; and <small>s47E(d), s47C(1)</small> (iii) ability to provide the Department with market and business intelligence relating to the Programme's eligible businesses, including any value-added services to support the Department's achievement of Programme objectives. <small>s47E(d), s47C(1)</small>	
Unweighted Criteria			
3.	Price		Not weighted
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	Pricing proposed by the tenderer to deliver the Programme services and deliverables.	(i) Pricing offered including all costs, fees, allowances and charges associated with the implementation and completion of obligations under the Draft Form Contract; (ii) pricing structure; and (iii) proposed payment schedules and life cycle costs.	
4.	Risk		Not weighted <small>s47E(d), s47C(1)</small>
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	Any risks inherent in the tender.	Any risks inherent in the tender which may include (but is not limited to): <ul style="list-style-type: none"> management of any actual, perceived or potential conflicts of 	

		<p>interest;</p> <ul style="list-style-type: none"> • level of compliance with this RFT (including the Draft Form of Contract); • adequacy of the insurance proposed by the tenderer; • past performance of contractual obligations by the tenderer. For the purposes of this sub-criterion, tenderer also encompasses any related body corporate, proposed subcontractor or their related body corporate, or special purpose vehicle (in which any of these entities have been involved); and • the nature and health of the tenderer's or proposed subcontractors' previous contractual relationships with the Commonwealth and behaviour. 	
5.	Corporate and Financial Viability		Not weighted s47E(d), s47C(1)
		<ul style="list-style-type: none"> (i) Proposed corporate structure and management structure, including senior management; (ii) tenderer's business size; locations and duration of operation; (iii) details of any litigation or any other relevant issues that may affect the tenderer's performance; (iv) financial reference checks; (v) the proposed corporate structure of the tenderer and proposed subcontractors, including for any related bodies corporate; and (vi) the financial and corporate viability of the tenderer and proposed subcontractors to fulfil the 	

		obligations set out in the Draft Form of Contract.	
6.	Commonwealth Policies		Not weighted s47E(d), s47C(1)
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	The tenderer's ability to sufficiently conform and provide the services in accordance with relevant Commonwealth Procurement Connected Policies.	Indigenous Procurement Policy In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to: <ul style="list-style-type: none"> (i) using Indigenous enterprises in its supply chain; and (ii) the employment of Indigenous Australians. 	
		Requirement of Economic Benefit for Australia In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to providing benefits to the Australian economy including in the areas of employment, environmental sustainability and innovation.	

STAGE 2 TECHNICAL ASSESSMENT FORM

Criterion ID	1. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]																																																
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																																
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td> <td>Almost Certain</td> <td><input type="checkbox"/></td> <td>Unlikely</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Likely</td> <td><input type="checkbox"/></td> <td>Rare</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Possible</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Consequence:</td> <td>Severe</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Major</td> <td><input type="checkbox"/></td> <td>Insignificant</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Moderate</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Risk Level:</td> <td>Extreme</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>High</td> <td><input type="checkbox"/></td> <td>Low</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Medium</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>				Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>		Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>		Possible	<input type="checkbox"/>			Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>		Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>		Moderate	<input type="checkbox"/>			Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>		High	<input type="checkbox"/>	Low	<input type="checkbox"/>		Medium	<input type="checkbox"/>		
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Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	High	<input type="checkbox"/>	Low	<input type="checkbox"/>																																													
	Medium	<input type="checkbox"/>																																															

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	3. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	Not assessed here
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	
Name	s22(1)(a)(ii)
Assessor	s22(1)(a)(ii)
Date	16.12.19
Evaluation Rating Summary Word Picture	s47E(d), s47C(1)
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	s47E(d), s47C(1)
Evaluation Criterion Score	s47E(d), s47C(1)
Additional Comments (if any)	

Negotiation points

Negotiating Points	
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Risk

Evaluation Criterion Risk Identified	s47E(d), s47C(1)																																																
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																																
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td> <td>Almost Certain</td> <td><input type="checkbox"/></td> <td>Unlikely</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Likely</td> <td><input type="checkbox"/></td> <td>Rare</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Possible</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Consequence:</td> <td>Severe</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Major</td> <td><input type="checkbox"/></td> <td>Insignificant</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Moderate</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Risk Level:</td> <td>Extreme</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>High</td> <td><input type="checkbox"/></td> <td>Low</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Medium</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>				Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>		Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>		Possible	<input type="checkbox"/>			Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>		Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>		Moderate	<input type="checkbox"/>			Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>		High	<input type="checkbox"/>	Low	<input type="checkbox"/>		Medium	<input type="checkbox"/>		
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Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
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	Medium	<input type="checkbox"/>																																															

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Weighted Criteria		
1.	Organisational Capability	
	70%	
Key Criterion Column (a)	Sub-Criteria Column (b)	
The overall organisational ability of the tenderer to deliver and support the delivery of the requirements, including meeting contractual obligations and having the financial capacity to deliver the requirements (services), and demonstrate that proposed specified personnel have the ability and skills to deliver the Programme services and provide the deliverables.	General	
	(i) Organisational experience delivering expert business advisory and facilitation services; <small>s47E(d), s47C(1)</small>	
	(ii) ability to provide a minimum of five full time equivalent specified personnel of suitable quality and experience to deliver Programme services; <small>s47E(d), s47C(1)</small>	
	(iii) understanding of and ability to deliver expert business advisory and facilitation services (as relevant); <small>s47E(d), s47C(1)</small>	
	(iv) ability to deliver Programme services appropriate to the individual needs of businesses; <small>s47E(d), s47C(1)</small>	
	(v) ability to implement quality assurance systems and processes for consistent delivery of high quality services; <small>s47E(d), s47C(1)</small>	
	(vi) ability to deliver Programme services in a way that is flexible, adaptable and scalable;	

		<p>s47E(d), s47C(1)</p> <p>(vii) ability to appropriately manage service delivery timeframes as specified by the Department;</p> <p>s47E(d), s47C(1)</p> <p>(viii) ability to respond to significant increases or decreases in the level of services or changes to the services resulting from changes to Commonwealth policy or the number of eligible businesses entering the Programme;</p> <p>s47E(d), s47C(1)</p> <p>(ix) ability to work with other Delivery Partners to form a state and/or national network;</p> <p>s47E(d), s47C(1)</p> <p>(x) ability to connect with and facilitate referrals of eligible businesses to other relevant Government programs including but not limited to Industry Growth Centres;</p> <p>s47E(d), s47C(1)</p> <p>(xi) have a service delivery model to comply with the delivery principle to ensure continuity of service to a business as outlined in item 2 of Schedule 1– Statement of Requirement;</p> <p>s47E(d), s47C(1)</p> <p>(xii) ability to offer other ad hoc project services to further support the achievement of the Programme’s objectives; and</p> <p>s47E(d), s47C(1)</p> <p>(xiii) ability to instil confidence for businesses entering the Programme, some of whom may be seeking expert business advisory assistance for the first time, including those from culturally and linguistically diverse, or Indigenous backgrounds.</p>	
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		<p>s47E(d), s47C(1)</p> <p>Project Management</p> <p>(i) Ability to ensure quality assurance and performance management plans are in place and achievable; s47E(d), s47C(1)</p> <p>(ii) ability to manage workflow including effective resource allocation, workload balancing and ensuring appropriate specialist skills are deployed in response to customer needs within required timeframes; s47E(d), s47C(1)</p> <p>(iii) ability to ensure ongoing professional development of tenderer's specified personnel; s47E(d), s47C(1)</p> <p>(iv) ability to manage resourcing (equipment and facilities including ICT); s47E(d), s47C(1)</p> <p>(v) ability to have adequate ICT security protocols in place to ensure customer information is stored securely and only accessed or used for the purpose of delivering Programme services; s47E(d), s47C(1)</p> <p>(vi) ability to manage any delays in providing the services; s47E(d), s47C(1)</p> <p>(vii) ability to comply with the Programme's administrative requirements; s47E(d), s47C(1)</p> <p>(viii) ability to transition in and transition out of the Programme; and s47E(d), s47C(1)</p> <p>(ix) ability to appropriately manage work health and safety issues.</p>	
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		<div>s47E(d), s47C(1)</div> <div>Specified Personnel<div><div>(i) Extent of specified personnel's first-hand business experience and knowledge of current issues affecting eligible businesses;<div>s47E(d), s47C(1)</div></div><div><div>(ii) suitability of specified personnel's skills to fulfil the roles of Facilitators as outlined in Appendix B of Schedule 1 - Statement of Requirement;</div><div>s47E(d), s47C(1)</div></div><div><div>(iii) tenderer's ability to replace specified personnel if positions become vacant during the course of the contract or additional specified personnel are required due to increased demand for Programme services;</div><div>s47E(d), s47C(1)</div></div><div><div>(iv) diversity of specified personnel.</div><div>s47E(d), s47C(1)</div></div><div>Note: If the tenderer does not currently have all specified personnel, please outline the methodology that will be applied to attract and appoint suitably skilled and qualified specified personnel.</div></div></div>	
2.	<div>Promotion and Marketing and Industry Knowledge</div> <div><div>Key Criterion Column (a)</div><div>Sub-Criteria Column (b)</div></div>	30%	

	<p>The overall ability of the tenderer to:</p> <ul style="list-style-type: none">• promote the Programme to ensure adequate take up and demand for Programme services; and• provide the Department with high-level market and business intelligence to support continuous improvement and delivery of services.	<p>Promotion and Marketing (overall 2)</p> <p>(i) Ability to promote Programme services to eligible businesses through marketing, communications and business development activities; and</p> <p>s47E(d), s47C(1)</p> <p>(ii) ability to promote Programme services to eligible businesses to ensure adequate demand for and take-up of Programme services is maintained.</p> <p>s47E(d), s47C(1)</p>							
		<p>Industry Knowledge</p> <p>(i) Industry knowledge, interaction and linkages with eligible businesses;</p> <p>s47E(d), s47C(1)</p> <p>(ii) connection with and understanding of what is occurring across the business landscape for SMEs, including start-ups; and</p> <p>s47E(d), s47C(1)</p> <p>(iii) ability to provide the Department with market and business intelligence relating to the Programme's eligible businesses, including any value-added services to support the Department's achievement of Programme objectives.</p> <p>s47E(d), s47C(1)</p>							
		Unweighted Criteria							
3.	<table><tr><th colspan="2">Price</th></tr><tr><th>Key Criterion Column (a)</th><th>Sub-Criteria Column (b)</th></tr><tr><td>Pricing proposed by the tenderer to deliver the Programme services and deliverables.</td><td>(i) Pricing offered including all costs, fees, allowances and charges associated with the implementation and completion of obligations under</td></tr></table>		Price		Key Criterion Column (a)	Sub-Criteria Column (b)	Pricing proposed by the tenderer to deliver the Programme services and deliverables.	(i) Pricing offered including all costs, fees, allowances and charges associated with the implementation and completion of obligations under	Not weighted
Price									
Key Criterion Column (a)	Sub-Criteria Column (b)								
Pricing proposed by the tenderer to deliver the Programme services and deliverables.	(i) Pricing offered including all costs, fees, allowances and charges associated with the implementation and completion of obligations under								

		<p>the Draft Form Contract;</p> <p>(ii) pricing structure; and</p> <p>(iii) proposed payment schedules and life cycle costs.</p>	
4.	Risk		Not weighted s47E(d), s47C(1)
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	Any risks inherent in the tender.	<p>Any risks inherent in the tender which may include (but is not limited to):</p> <ul style="list-style-type: none"> • management of any actual, perceived or potential conflicts of interest; • level of compliance with this RFT (including the Draft Form of Contract); • adequacy of the insurance proposed by the tenderer; • past performance of contractual obligations by the tenderer. For the purposes of this sub-criterion, tenderer also encompasses any related body corporate, proposed subcontractor or their related body corporate, or special purpose vehicle (in which any of these entities have been involved); and • the nature and health of the tenderer's or proposed subcontractors' previous contractual relationships with the Commonwealth and behaviour. 	
5.	Corporate and Financial Viability		Not weighted
		<p>(i) Proposed corporate structure and management structure, including senior management;</p> <p>(ii) tenderer's business size; locations and duration of operation;</p> <p>(iii) details of any litigation or any other</p>	s47E(d), s47C(1)

		<p>relevant issues that may affect the tenderer's performance;</p> <p>(iv) financial reference checks;</p> <p>(v) the proposed corporate structure of the tenderer and proposed subcontractors, including for any related bodies corporate; and</p> <p>(vi) the financial and corporate viability of the tenderer and proposed subcontractors to fulfil the obligations set out in the Draft Form of Contract.</p>	
6.	Commonwealth Policies		s47E(d), s47C(1)
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	The tenderer's ability to sufficiently conform and provide the services in accordance with relevant Commonwealth Procurement Connected Policies.	Indigenous Procurement Policy In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to: <ul style="list-style-type: none"> (i) using Indigenous enterprises in its supply chain; and (ii) the employment of Indigenous Australians. 	
		Requirement of Economic Benefit for Australia In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to providing benefits to the Australian economy including in the areas of employment, environmental sustainability and innovation.	

Criterion ID	
Name	s22(1)(a)(ii)
Assessor	s22(1)(a)(ii)
Date	16.12.19
Evaluation Rating Summary Word Picture	s47E(d), s47C(1)
Evaluation Criterion Word Picture and Score Justification	
Why a higher rating was not awarded...	s47E(d), s47C(1)
Why a lower rating was not awarded...	s47E(d), s47C(1)
Evaluation Criterion Score	s47E(d), s47C(1)
Additional Comments (if any)	

Negotiation points

Negotiating Points	
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Risk

Evaluation Criterion Risk Identified	Financial viability - no statements																		
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																		
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td> <td>Almost Certain <input type="checkbox"/></td> <td>Unlikely <input type="checkbox"/></td> </tr> <tr> <td></td> <td>Likely <input type="checkbox"/></td> <td>Rare <input type="checkbox"/></td> </tr> <tr> <td></td> <td>Possible <input type="checkbox"/></td> <td></td> </tr> <tr> <td>Consequence:</td> <td>Severe <input type="checkbox"/></td> <td>Minor <input type="checkbox"/></td> </tr> <tr> <td></td> <td>Major <input type="checkbox"/></td> <td>Insignificant <input type="checkbox"/></td> </tr> <tr> <td></td> <td>Moderate <input type="checkbox"/></td> <td></td> </tr> </table>	Likelihood:	Almost Certain <input type="checkbox"/>	Unlikely <input type="checkbox"/>		Likely <input type="checkbox"/>	Rare <input type="checkbox"/>		Possible <input type="checkbox"/>		Consequence:	Severe <input type="checkbox"/>	Minor <input type="checkbox"/>		Major <input type="checkbox"/>	Insignificant <input type="checkbox"/>		Moderate <input type="checkbox"/>	
Likelihood:	Almost Certain <input type="checkbox"/>	Unlikely <input type="checkbox"/>																	
	Likely <input type="checkbox"/>	Rare <input type="checkbox"/>																	
	Possible <input type="checkbox"/>																		
Consequence:	Severe <input type="checkbox"/>	Minor <input type="checkbox"/>																	
	Major <input type="checkbox"/>	Insignificant <input type="checkbox"/>																	
	Moderate <input type="checkbox"/>																		

	Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>
		High	<input type="checkbox"/>	Low	<input type="checkbox"/>
		Medium	<input type="checkbox"/>		

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Weighted Criteria		
1.	Organisational Capability	
	Key Criterion	Sub-Criteria
	Column (a)	Column (b)
	The overall organisational ability of the tenderer to deliver and support the delivery of the requirements, including meeting contractual obligations and having the financial capacity to deliver the requirements (services), and demonstrate that proposed specified personnel have the ability and skills to deliver the Programme services and provide the deliverables.	General (i) Organisational experience delivering expert business advisory and facilitation services; <small>s47E(d), s47C(1)</small> (ii) ability to provide a minimum of five full time equivalent specified personnel of suitable quality and experience to deliver Programme services; <small>s47E(d), s47C(1)</small>
		70%

		<p>(iii) understanding of and ability to deliver expert business advisory and facilitation services (as relevant); s47E(d), s47C(1)</p> <p>(iv) ability to deliver Programme services appropriate to the individual needs of businesses; s47E(d), s47C(1)</p> <p>(v) ability to implement quality assurance systems and processes for consistent delivery of high quality services; s47E(d), s47C(1)</p> <p>(vi) ability to deliver Programme services in a way that is flexible, adaptable and scalable; s47E(d), s47C(1)</p> <p>(vii) ability to appropriately manage service delivery timeframes as specified by the Department; s47E(d), s47C(1)</p> <p>(viii) ability to respond to significant increases or decreases in the level of services or changes to the services resulting from changes to Commonwealth policy or the number of eligible businesses entering the Programme; s47E(d), s47C(1)</p> <p>(ix) ability to work with other Delivery Partners to form a state and/or national network; s47E(d), s47C(1)</p> <p>(x) ability to connect with and facilitate referrals of eligible businesses to other relevant Government programs including but not limited to Industry Growth Centres; s47E(d), s47C(1)</p> <p>(xi) have a service delivery model to comply</p>	
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		<p>with the delivery principle to ensure continuity of service to a business as outlined in item 2 of Schedule 1– Statement of Requirement;</p> <p>s47E(d), s47C(1)</p> <p>(xii) ability to offer other ad hoc project services to further support the achievement of the Programme’s objectives; and</p> <p>s47E(d), s47C(1)</p> <p>(xiii) ability to instil confidence for businesses entering the Programme, some of whom may be seeking expert business advisory assistance for the first time, including those from culturally and linguistically diverse, or Indigenous backgrounds.</p> <p>s47E(d), s47C(1)</p>	
		<p>Project Management</p> <p>(i) Ability to ensure quality assurance and performance management plans are in place and achievable;</p> <p>s47E(d), s47C(1)</p> <p>(ii) ability to manage workflow including effective resource allocation, workload balancing and ensuring appropriate specialist skills are deployed in response to customer needs within required timeframes;</p> <p>s47E(d), s47C(1)</p> <p>(iii) ability to ensure ongoing professional development of tenderer’s specified personnel;</p> <p>s47E(d), s47C(1)</p> <p>(iv) ability to manage resourcing (equipment and facilities including ICT);</p> <p>s47E(d), s47C(1)</p> <p>(v) ability to have adequate ICT security protocols in place to ensure customer</p>	

		<p>information is stored securely and only accessed or used for the purpose of delivering Programme services; s47E(d), s47C(1)</p> <p>(vi) ability to manage any delays in providing the services; s47E(d), s47C(1)</p> <p>(vii) ability to comply with the Programme's administrative requirements; s47E(d), s47C(1)</p> <p>(viii) ability to transition in and transition out of the Programme; and s47E(d), s47C(1)</p> <p>(ix) ability to appropriately manage work health and safety issues. s47E(d), s47C(1)</p> <p>Specified Personnel</p> <p>(i) Extent of specified personnel's first-hand business experience and knowledge of current issues affecting eligible businesses; s47E(d), s47C(1)</p> <p>(ii) suitability of specified personnel's skills to fulfil the roles of Facilitators as outlined in Appendix B of Schedule 1 - Statement of Requirement; s47E(d), s47C(1)</p> <p>(iii) tenderer's ability to replace specified personnel if positions become vacant during the course of the contract or additional specified personnel are required due to increased demand for Programme services; s47E(d), s47C(1)</p> <p>(iv) diversity of specified personnel. s47E(d), s47C(1)</p> <p>Note: If the tenderer does not currently have all</p>	
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		specified personnel, please outline the methodology that will be applied to attract and appoint suitably skilled and qualified specified personnel.	
2.	Promotion and Marketing and Industry Knowledge		30%
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	<p>The overall ability of the tenderer to:</p> <ul style="list-style-type: none"> • promote the Programme to ensure adequate take up and demand for Programme services; and • provide the Department with high-level market and business intelligence to support continuous improvement and delivery of services. 	<p>Promotion and Marketing (overall 2)</p> <p>(i) Ability to promote Programme services to eligible businesses through marketing, communications and business development activities; and s47E(d), s47C(1)</p> <p>(ii) ability to promote Programme services to eligible businesses to ensure adequate demand for and take-up of Programme services is maintained. s47E(d), s47C(1)</p> <p>Industry Knowledge</p> <p>(i) Industry knowledge, interaction and linkages with eligible businesses; s47E(d), s47C(1)</p> <p>(ii) connection with and understanding of what is occurring across the business landscape for SMEs, including start-ups; and s47E(d), s47C(1)</p> <p>(iii) ability to provide the Department with market and business intelligence relating to the Programme's eligible businesses, including any value-added services to support the Department's achievement of Programme objectives. s47E(d), s47C(1)</p>	

Unweighted Criteria		
3.	Price	
	Key Criterion Column (a)	Sub-Criteria Column (b)
	Pricing proposed by the tenderer to deliver the Programme services and deliverables.	(i) Pricing offered including all costs, fees, allowances and charges associated with the implementation and completion of obligations under the Draft Form Contract; (ii) pricing structure; and (iii) proposed payment schedules and life cycle costs.
4.	Risk	
	Key Criterion Column (a)	Sub-Criteria Column (b)
	Any risks inherent in the tender.	Any risks inherent in the tender which may include (but is not limited to): <ul style="list-style-type: none"> • management of any actual, perceived or potential conflicts of interest; • level of compliance with this RFT (including the Draft Form of Contract); • adequacy of the insurance proposed by the tenderer; • past performance of contractual obligations by the tenderer. For the purposes of this sub-criterion, tenderer also encompasses any related body corporate, proposed subcontractor or their related body corporate, or special purpose vehicle (in which any of these entities have been involved); and • the nature and health of the tenderer's or proposed subcontractors' previous contractual relationships with the Commonwealth and behaviour.

Not weighted
s47E(d), s47C(1)

5.	Corporate and Financial Viability		Not weighted
		<ul style="list-style-type: none"> (i) Proposed corporate structure and management structure, including senior management; (ii) tenderer's business size; locations and duration of operation; (iii) details of any litigation or any other relevant issues that may affect the tenderer's performance; (iv) financial reference checks; (v) the proposed corporate structure of the tenderer and proposed subcontractors, including for any related bodies corporate; and (vi) the financial and corporate viability of the tenderer and proposed subcontractors to fulfil the obligations set out in the Draft Form of Contract. 	s47E(d), s47C(1)
6.	Commonwealth Policies		s47E(d), s47C(1)
	Key Criterion Column (a)	Sub-Criteria Column (b)	
	The tenderer's ability to sufficiently conform and provide the services in accordance with relevant Commonwealth Procurement Connected Policies.	Indigenous Procurement Policy In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to: <ul style="list-style-type: none"> (i) using Indigenous enterprises in its supply chain; and (ii) the employment of Indigenous Australians. 	
		Requirement of Economic Benefit for Australia In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to providing benefits to the Australian economy including in the areas of employment, environmental sustainability and innovation.	

STAGE 2 TECHNICAL ASSESSMENT FORM

Criterion ID	1. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	16 Dec 2019
Evaluation Rating Summary Word Picture	<div style="text-align: right; color: red; font-size: small;">s47E(d), s47C(1)</div> <p>Exceptional</p> <p>Good OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable</p> <p>Poor</p> <p>Unsatisfactory</p> <p>Non-compliant</p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	<div style="color: red; font-size: small;">s47E(d), s47C(1)</div>
Why a higher rating was not awarded...	<div style="color: red; font-size: small;">s47E(d), s47C(1)</div>

Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]			
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]			
Evaluation Criterion Preliminary Risk Assessment	Likelihood: Almost Certain <input type="checkbox"/> Likely <input type="checkbox"/> Possible <input type="checkbox"/> Consequence: Severe <input type="checkbox"/> Major <input type="checkbox"/> Moderate <input type="checkbox"/> Risk Level: Extreme <input type="checkbox"/> High <input type="checkbox"/> Medium <input type="checkbox"/>	Unlikely <input type="checkbox"/> Rare <input type="checkbox"/> Minor <input type="checkbox"/> Insignificant <input type="checkbox"/> Minor <input type="checkbox"/> Low <input type="checkbox"/>		

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	16 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	3. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	16 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	16 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	16 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	16 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

STAGE 2 TECHNICAL ASSESSMENT FORM

Criterion ID	1. Organisational Capability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	16 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/>Yes/ <input type="checkbox"/>No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	s47E(d), s47C(1)

Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Negotiation points

Negotiating Points	<ul style="list-style-type: none"> • [insert] • [insert]
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Risk

Evaluation Criterion Risk Identified	[describe the risk]																																																
Evaluation Criterion Risk Comments and mitigations	[describe potential management approaches and risk mitigations]																																																
Evaluation Criterion Preliminary Risk Assessment	<table> <tr> <td>Likelihood:</td> <td>Almost Certain</td> <td><input type="checkbox"/></td> <td>Unlikely</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Likely</td> <td><input type="checkbox"/></td> <td>Rare</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Possible</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Consequence:</td> <td>Severe</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Major</td> <td><input type="checkbox"/></td> <td>Insignificant</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Moderate</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>Risk Level:</td> <td>Extreme</td> <td><input type="checkbox"/></td> <td>Minor</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>High</td> <td><input type="checkbox"/></td> <td>Low</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Medium</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>				Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>		Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>		Possible	<input type="checkbox"/>			Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>		Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>		Moderate	<input type="checkbox"/>			Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>		High	<input type="checkbox"/>	Low	<input type="checkbox"/>		Medium	<input type="checkbox"/>		
Likelihood:	Almost Certain	<input type="checkbox"/>	Unlikely	<input type="checkbox"/>																																													
	Likely	<input type="checkbox"/>	Rare	<input type="checkbox"/>																																													
	Possible	<input type="checkbox"/>																																															
Consequence:	Severe	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	Major	<input type="checkbox"/>	Insignificant	<input type="checkbox"/>																																													
	Moderate	<input type="checkbox"/>																																															
Risk Level:	Extreme	<input type="checkbox"/>	Minor	<input type="checkbox"/>																																													
	High	<input type="checkbox"/>	Low	<input type="checkbox"/>																																													
	Medium	<input type="checkbox"/>																																															

Notes:

1. If you need to capture more than one risk, please copy this page.

Assessment Complete

Date	
Assessor Signature	

Moderation

Date	
Assessor	Agree to moderated finding <input type="checkbox"/> Dissent to moderated finding <input type="checkbox"/>
Signature	

Criterion ID	2. Promotion and Marketing and Industry Knowledge
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	16 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	3. Price
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	16 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	<u>Not assessed as part of this stage.</u>
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	4. Risk
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	16 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<input type="checkbox"/> Yes/ <input type="checkbox"/> No [insert first draft of possible question]
Evaluation Criterion Word Picture and Score Justification	
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	5. Corporate and Financial Viability
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	16 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	Not assessed here.
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	

Criterion ID	6. Commonwealth Policies
Tenderer Name	s22(1)(a)(ii)
Assessor Name	s22(1)(a)(ii)
Date or period of Criterion Assessment	16 Dec 2019
Evaluation Rating Summary Word Picture	<p>Exceptional <input type="checkbox"/></p> <p>Good <input type="checkbox"/> OR Yes <input type="checkbox"/> / No <input type="checkbox"/> (for unweighted criteria)</p> <p>Acceptable <input type="checkbox"/></p> <p>Poor <input type="checkbox"/></p> <p>Unsatisfactory <input type="checkbox"/></p> <p>Non-compliant <input type="checkbox"/></p>
Is a clarification question required – if so do a first draft question – {see Tender Evaluation Plan and RFT for process to be followed in issuing clarification questions}	<p><input type="checkbox"/> Yes/ <input type="checkbox"/> No</p> <p>[insert first draft of possible question]</p>
Evaluation Criterion Word Picture and Score Justification	s47E(d), s47C(1)
Why a higher rating was not awarded...	
Why a lower rating was not awarded...	
Evaluation Criterion Score	<input type="checkbox"/> 5, <input type="checkbox"/> 4, <input type="checkbox"/> 3, <input type="checkbox"/> 2, <input type="checkbox"/> 1, <input type="checkbox"/> 0
Additional Comments (if any)	



Australian Government

Department of Industry, Science, Energy and Resources

TENDER EVALUATION REPORT

EVALUATION REPORT SUMMARY

Procurement Title: *Engagement of Delivery Partners for the Entrepreneurs' Programme*

Tender Reference: PRI-00004142

Project Officer: s22(1)(a)(ii)

Ph.: s22(1)(a)(ii)

Division: AusIndustry – Support for Business

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

TABLE OF CONTENTS

TENDER EVALUATION REPORT	1
EVALUATION REPORT SUMMARY	1
1 EVALUATION SUMMARY	4
2 SCOPE OF PROCUREMENT	5
3 PROCUREMENT DEVELOPMENT	9
4 THE EVALUATION –	13
4.1 TENDER ASSESMENT PANEL (TAP) PARTICIPANTS	13
4.2 SPECIALIST ADVICE AND SUPPORT	15
4.3 RESPONSES RECEIVED	15
4.4 REGISTRATION AND SCREENING	18
4.5 STEP 2 – TECHNICAL EVALUATION	21
4.6 OUTCOMES FROM STAGE 2 TECHNICAL ASSESSMENTS – SHORTLISTING	24
4.7 OUTCOMES FROM THE STAGE 2 TECHNICAL ASSESSMENTS – PRESENTATION INTERVIEW PREPARATION	26
4.8 STAGE 3 – PRICING AND FINANCIAL CAPABILITY EVALUATION	26
4.9 STAGE 5 – VALUE FOR MONEY ASSESSMENT – INITIAL ASSESSMENT AND CONFIRMATION OF THE SHORTLISTING	27
4.10 SITE VISITS	30
4.11 TENDERER PRESENTATIONS	30
4.12 CONTACTING REFEREES	30
4.13 STEP 4 – CONTRACT COMPLIANCE	30
4.14 STEP 5 – COMPLETION OF THE VALUE FOR MONEY ASSESSMENT	31
RECOMMENDATION	35
4.15 FINAL SELECTION	35
4.16 RECOMMENDATION TO APPROVER	40
4.17 ISSUES TO BE RESOLVED AND NEGOTIATION ISSUES TO BE RAISED WITH THE PREFERRED TENDERER	40
4.18 BUDGET	40
4.19 TENDER ASSESSMENT PANEL ENDORSEMENT	41
5 ENDORSEMENT	41
5.1 SECTION 23 APPROVER OF THE <i>PUBLIC GOVERNANCE, PERFORMANCE AND ACCOUNTABILITY ACT 2013</i>	41

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

Attachment A – Approval Minute
Attachment B – Procurement and Probity Plan
Attachment C – Request for Tender Document
Attachment D – RFT Addenda
Attachment E – Tender Evaluation Plan
Attachment F – EP DP Tender Assessment Tracker
Attachment G – TAP Division of Responses
Attachment H – Consolidated Stage 2 Technical Assessment Forms (TAFs)
Attachment I – Consolidated Technical Assessment (Shortlisted Tenderers)
Attachment J – Stage 3 Initial Pricing Evaluation (completed by s22(1)(a)(ii))
Attachment K – Consolidated VFM Analysis
Attachment L – Evaluation Report – Pricing and Financial Viability (completed by s22(1)(a)(ii))
Attachment M – Specified Personnel Distribution Matrix (Consolidated Footprint)
Attachment N – Tenderer Interview write-up
Attachment O – Consolidated Referee Reports (Shortlisted Tenderers)
Attachment P – Draft Contract for Services
Attachment Q – Stage 4 non-compliance with Draft Contract (Shortlisted Tenderers)

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

1 EVALUATION SUMMARY

Item	Response
Procurement Title:	Engagement of Delivery Partners for the Entrepreneurs' Programme
Division:	AusIndustry – Support for Business
Procurement Overview:	<p>A comprehensive national network of suitably qualified organisations (referred to as Delivery Partners) will be engaged to deliver services for all Programme elements. Service delivery will require collaboration and cooperation between Delivery Partners for customers where this will deliver the best outcome for those businesses. A delivery partnership also provides the opportunity to support the Programme's ongoing improvements in design and delivery across all Programme elements.</p> <p>See 'Scope of Procurement' at Section 2 for further information</p>
Contract Term:	<ul style="list-style-type: none"> • Initial: 3 years • Anticipated Contract Commencement: 01 July 2020 • Anticipated Contract Completion: 30 June 2023 • Extension options: Two one-year extension options
Recommended or Preferred Tenderers:	See ' Final Selection ' at Section 5
Total Contract(s) Value: Pre-Tender Estimate:	The estimated value of the procurement was \$182 million for the maximum contract term of 5 years. This amount has been determined based on the funding available in the Entrepreneurs' Programme appropriation for service delivery and the previous Industry Partner contract spend.
Price Basis:	<ul style="list-style-type: none"> • Fixed charges based on an Annual Fee. The Annual Fee is comprised of an all-inclusive cost per Specified Personnel multiplied by the number of Specified Personnel from each Delivery Partner. Fees are paid quarterly in arrears, except in year one where an instalment payment is made one month in arrears and quarterly thereafter. The Department may discuss specific payment terms with Delivery Partners to ensure they can meet obligations as and when they fall due under the contract terms and potentially to align with market/industry standard approaches to payment.

	<ul style="list-style-type: none"> • Additional services (if required) are charged hourly, daily, or monthly as required.
--	--

2 SCOPE OF PROCUREMENT

1. Procurement Scope

The Department is seeking to engage Delivery Partners to deliver expert business advisory and facilitation services to eligible businesses for the Programme. It is expected that approximately 10 Delivery Partners will be engaged and are each able to employ a minimum of five specified personnel. The network of Delivery Partners must enable the Programme to reach eligible businesses Australia wide.

To ensure adequate take up and maintain demand for Programme services, Delivery Partners will be required to promote services to eligible businesses through business development activities.

Delivery Partners will also provide the Department with market and business intelligence relating to eligible businesses and business more broadly, through their understanding of and linkages to businesses and international trends and opportunities.

It is proposed that this procurement of services from multiple Delivery Partners be through a fee for service contract model. Delivery Partners engaged through this procurement will be offered a contract to 30 June 2023, with an option for the Commonwealth to extend the contract for up to two one-year extension options.

2. Background

The Entrepreneurs' Programme (the **Programme**) is the Australian Government's initiative for business productivity and competitiveness at the firm level. The Programme delivers expert advice, networking and matched grants to help businesses grow, innovate and commercialise nationally and globally. This helps to drive economic growth and jobs, and improve broader community outcomes.

The Programme is designed to deliver the following outcomes:

- Businesses grow by understanding their potential and how to reach it.
- Businesses and researchers innovate by building productive and collaborative relationships.
- Businesses with new-to-market opportunities commercialise successfully into global markets.

Support for the key outcomes of growth, innovation and commercialisation is delivered through four aligned Programme elements:

[Business Management](#) —helps small and medium businesses to grow by improving their business practices and management capability so they are more competitive nationally and globally and can take advantage of growth and collaboration opportunities. Supporting matched grants of up to \$20,000 help businesses to implement recommendations.

Incubator Support — helps innovative start-ups to develop business capabilities to achieve commercial success in international markets. Funding is provided to new and existing incubators to support their development, boost their effectiveness and expand their services through access to experts in residence.

Innovation Connections — helps businesses to innovate by collaborating with researchers to develop new ideas with commercial potential. Research needs are reviewed and businesses are connected with the research sector. Advice and connections are supported by matched grants of up to \$50,000 to support research project collaborations.

Accelerating Commercialisation — helps businesses, entrepreneurs and researchers to commercialise novel products, services and processes. Expert guidance and connections are complemented by competitive matched grants of up to \$1 million for commercialisation.

The Programme was established in 2014. Having achieved a level of maturity, the Department of Industry, Science, Energy and Resources (the **Department**) has undertaken a customer-centred approach to identify areas for improvement in its design and delivery. This process has identified opportunities for the Programme to build on its strengths to support businesses.

3. Estimated Value

The proposed contract term is three years from 1 July 2020 to 30 June 2023 with two one-year extension options. The estimated value of the procurement is \$182 million (incl GST). This figure is based on the contract values for the 10 Industry Partners (employing approximately 120 Advisers/Facilitators), 21 Accelerating Commercialisation Advisers and two Regional Incubator Facilitators over the past five year period. The below funding has been allocated to the Entrepreneurs' Programme (across the existing Programme elements) over the next three year period:

	2020-21 (\$m ex GST)	2021-22 (\$m ex GST)	2022-23 (\$m ex GST)
Business Management Facilitators	27.377	29.493	30.074
Innovation Connection Facilitators	5.411	5.502	5.599
Accelerating Commercialisation Advisers	5.603	5.700	5.926
Incubator Facilitators	.500	.500	.500

This funding comes from a number of appropriations which can be moved from one category to another.

4. Business Case

The contractual arrangements with the Programme's current service delivery partners expire on 30 June 2020. All extension options available in the contracts (as outlined in the original tender processes) have been exercised. New arrangements are required to ensure continuity of service delivery from 1 July 2020.

As part of a re-design process that commenced in July/August 2018, AusIndustry has undertaken a refresh of the Programme's service offering and delivery model with the aim of adopting a customer centric approach to tailor services to meet customers' needs. As part of the refresh, existing delivery arrangements are being streamlined to ensure greater flexibility and more emphasis on outcomes. The re-design process informed the development of the tender specifications.

The Entrepreneurs' Programme aims to support strong and self-reliant Australian businesses that are competitive in a global environment. The Programme is targeting diverse, high growth potential businesses to improve management capability and research collaboration, and to commercialise novel products, processes and services.

The Programme's strategy is focused on the primary outcomes of *growth*, *innovation* and *commercialisation* with the current four elements contained in this approach. Specifically, the Programme wants:

- Businesses to grow by understanding their potential and how to reach it.
- Businesses and researchers to innovate by building productive and collaborative relationships.
- Businesses with new-to-market opportunities to commercialise successfully into global markets.

To continue to improve the delivery of services to small and medium-sized enterprises (SMEs) a strong partnership that captures relevant business intelligence, and makes the most of all learning mechanisms to help achieve program outcomes is required. With this in mind, the Programme wants to create strong and equitable partnerships in which the networks, resources and knowledge of private sector Delivery Partners can be better leveraged to target and deliver assistance to eligible SMEs. The new partnership model will work collaboratively with a national network of suitably qualified organisations (referred to as Delivery Partners) to promote and build SME networks and capabilities and encourage high value innovation to improve business growth, innovation and commercialisation opportunities.

In conjunction with Delivery Partners, the Programme will access the diversity within the cohort of specified personnel and associated business intelligence to continue to refine a program that is sustainable into the future. Delivery Partners are a means by which the Programme can develop and support systems (locally and nationally) to contribute more directly and effectively to SMEs.

The Department recognises Delivery Partners are key to the delivery of services to business. The Department will consult and collaborate with successful tenderers with the design of the delivery model and new services which are expected to be implemented from 1 July 2020.

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

The Programme is therefore seeking Delivery Partners who are open minded, customer and partner focused, collaborative and committed to implementing and supporting the changes to the service offering.

The requirement for Delivery Partners aligns with an open tender procurement process. This assessment is supported by the Procurement and Financial Policy section and Legal Services based on requirements detailed in the Commonwealth Grant Rules and Guidelines (CGRGs) and Commonwealth Procurement Rules (CPRs).

5. Procurement Methodology

The following procurement methodology has been selected for this procurement:

Open public tender

An **open tender** is a procurement procedure where a request for tender (RFT) is published inviting all businesses that satisfy the conditions for participation to submit tenders.

The RFT was released on AusTender on 27 September 2019. See [Attachment C – RFT](#)

Several addenda to the RFT were issued prior to the closing date. See [Attachment D – PRI-00004142 Addenda History](#)

The Stage 1 Approval Minute was approved by ^{s22(1)(a)(ii)} on 25 September 2019 and is attached as [Attachment A – Approval Minute](#)

The Procurement Plan is attached as [Attachment B – Procurement Plan](#) and [Attachment B – Probity Plan](#)

3 PROCUREMENT DEVELOPMENT

Item	Response
Procurement Plan	At Attachment B
Risk Rating	See Procurement Risk Assessment in the Procurement Plan at Attachment B.
Technical Selection Criteria	<p>1. Organisational Capability (70%)</p> <p>The overall organisational ability of the tenderer to deliver and support the delivery of the requirements, including meeting contractual obligations and having the financial capacity to deliver the requirements (services), and demonstrate that proposed specified personnel have the ability and skills to deliver the Programme services and provide the deliverables.</p> <ul style="list-style-type: none"> i. Organisational experience delivering expert business advisory and facilitation services; ii. ability to provide a minimum of five full time equivalent specified personnel of suitable quality and experience to deliver Programme services; iii. understanding of and ability to deliver expert business advisory and facilitation services (as relevant); iv. ability to deliver Programme services appropriate to the individual needs of businesses; v. ability to implement quality assurance systems and processes for consistent delivery of high quality services; vi. ability to deliver Programme services in a way that is flexible, adaptable and scalable; vii. ability to appropriately manage service delivery timeframes as specified by the Department; viii. ability to respond to significant increases or decreases in the level of services or changes to the services resulting from changes to Commonwealth policy or the number of eligible businesses entering the Programme; ix. ability to work with other Delivery Partners to form a state and/or national network; x. ability to connect with and facilitate referrals of eligible businesses to other relevant Government programs including but not limited to Industry Growth Centres; xi. have a service delivery model to comply with the delivery principle to ensure continuity of service to a business as outlined in item 2 of Schedule 1– Statement of Requirement;

	<p>xii. ability to offer other ad hoc project services to further support the achievement of the Programme's objectives; and</p> <p>xiii. ability to instil confidence for businesses entering the Programme, some of whom may be seeking expert business advisory assistance for the first time, including those from culturally and linguistically diverse, or Indigenous backgrounds.</p> <p>Project Management</p> <p>i. Ability to ensure quality assurance and performance management plans are in place and achievable;</p> <p>ii. ability to manage workflow including effective resource allocation, workload balancing and ensuring appropriate specialist skills are deployed in response to customer needs within required timeframes;</p> <p>iii. ability to ensure ongoing professional development of tenderer's specified personnel;</p> <p>iv. ability to manage resourcing (equipment and facilities including ICT);</p> <p>v. ability to have adequate ICT security protocols in place to ensure customer information is stored securely and only accessed or used for the purpose of delivering Programme services;</p> <p>vi. ability to manage any delays in providing the services;</p> <p>vii. ability to comply with the Programme's administrative requirements;</p> <p>viii. ability to transition in and transition out of the Programme; and</p> <p>ix. ability to appropriately manage work health and safety issues.</p> <p>Specified Personnel</p> <p>i. Extent of specified personnel's first-hand business experience and knowledge of current issues affecting eligible businesses;</p> <p>ii. suitability of specified personnel's skills to fulfil the roles of Facilitators as outlined in Appendix B of Schedule 1 - Statement of Requirement;</p> <p>iii. tenderer's ability to replace specified personnel if positions become vacant during the course of the contract or additional specified personnel are required due to increased demand for Programme services; and</p> <p>iv. diversity of specified personnel.</p>
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	<p>Note: If the tenderer does not currently have all specified personnel, please outline the methodology that will be applied to attract and appoint suitably skilled and qualified specified personnel.</p> <p>2. Promotion and Marketing and Industry Knowledge (30%)</p> <p>Key Criterion</p> <p>The overall ability of the tenderer to:</p> <ul style="list-style-type: none"> • promote the Programme to ensure adequate take up and demand for Programme services; and • provide the Department with high-level market and business intelligence to support continuous improvement and delivery of services. <p>Sub-criteria Promotion and Marketing</p> <ol style="list-style-type: none"> i. Ability to promote Programme services to eligible businesses through marketing, communications and business development activities; ii. ability to promote Programme services to eligible businesses to ensure adequate demand for and take-up of Programme services is maintained. <p>Sub-criteria Industry Knowledge</p> <ol style="list-style-type: none"> iii. industry knowledge, interaction and linkages with eligible businesses; iv. connection with and understanding of what is occurring across the business landscape for SMEs, including start-ups; and v. ability to provide the Department with market and business intelligence relating to the Programme's eligible businesses, including any value-added services to support the Department's achievement of Programme objectives. <p>3. Price (unweighted criteria)</p> <p>Key Criterion</p> <p>Pricing proposed by the tenderer to deliver the Programme services and deliverables.</p> <p>Sub-Criteria</p>
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	<ul style="list-style-type: none"> i. Pricing offered including all costs, fees, allowances and charges associated with the implementation and completion of obligations under the Draft Form Contract; ii. pricing structure; and iii. proposed payment schedules and life cycle costs. <p>4. Risk (unweighted criteria)</p> <p>Any risks inherent in the tender which may include (but is not limited to):</p> <ul style="list-style-type: none"> i. management of any actual, perceived or potential conflicts of interest; ii. level of compliance with this RFT (including the Draft Form of Contract); iii. adequacy of the insurance proposed by the tenderer; iv. past performance of contractual obligations by the tenderer. For the purposes of this sub-criterion, tenderer also encompasses any related body corporate, proposed subcontractor or their related body corporate, or special purpose vehicle (in which any of these entities have been involved); and v. the nature and health of the tenderer's or proposed subcontractors' previous contractual relationships with the Commonwealth and behaviour. <p>5. Corporate and Financial Viability (unweighted criteria)</p> <ul style="list-style-type: none"> i. Proposed corporate structure and management structure, including senior management; ii. tenderer's business size; locations and duration of operation; iii. details of any litigation or any other relevant issues that may affect the tenderer's performance; iv. financial reference checks; v. the proposed corporate structure of the tenderer and proposed subcontractors, including for any related bodies corporate; and vi. the financial and corporate viability of the tenderer and proposed subcontractors to fulfil the obligations set out in the Draft Form of Contract. <p>6. Commonwealth Policies (unweighted criteria)</p> <p>Key Criterion</p> <p>The tenderer's ability to sufficiently conform and provide the services in accordance with relevant Commonwealth Procurement Connected Policies.</p>
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	<p>Indigenous Procurement Policy</p> <p>In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to:</p> <ul style="list-style-type: none"> i. using Indigenous enterprises in its supply chain; and ii. the employment of Indigenous Australians. <p>Requirement of Economic Benefit for Australia</p> <p>In evaluating tenders, the Department will take into consideration the tenderer's proposed approach to providing benefits to the Australian economy including in the areas of employment, environmental sustainability and innovation.</p>
	<p>Weighting of criteria:</p> <ul style="list-style-type: none"> • Organisational Capability – 70% • Promotion and Marketing and Industry Knowledge – 30% • All other criteria unweighted
RFT Open and Closing Dates	<p>RFT Release Date: 27 September 2019</p> <p>RFT Closing Date: 27 November 2019</p>
Offer Validity Expiry Date:	<p>Clause 15.2 of the RFT is listed as 12 months from the Closing Time.</p>

4 THE EVALUATION –

4.1 TENDER ASSESMENT PANEL (TAP) PARTICIPANTS

Name and Position	Division/Agency	Role
s22(1)(a)(ii) – Entrepreneurs' Programme Operations	AusIndustry – Support for Business	Chairperson
s22(1)(a)(ii) – Entrepreneurs' Programme Strategy	AusIndustry – Support for Business	TAP Member
s22(1)(a)(ii)	AusIndustry – Support for Business	TAP Member

Internal expert assessors were also selected to support the TAP. Their selection was based on their knowledge of the particular element/s and/or their experience within policy. Responses were allocated accordingly and the expert assessors were provided with a specific set of questions from the TAP as well as questions relevant to each

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

shortlisted response. The TAP were interested in the service delivery model proposed, the credibility, reputation and past performance of specified personnel (if known), the Tenderer's capacity to adapt and deliver in line with the recommendations from the reform/re-design process, their ability to collaborate and any potential policy implications the TAP should consider.

Internal expert assessors did not allocate a score or comment against the full evaluation criteria contained in the RFT and the Stage 2 Assessment template.

The internal expert assessors included:

Name and Position	Division/Agency	Role
s22(1)(a)(ii) s22(1)(a)(ii) – Innovation Connections Entrepreneurs' Programme	AusIndustry – Support for Business	Internal expert
s22(1)(a)(ii) – Innovation Connections Entrepreneurs' Programme	AusIndustry – Support for Business	Internal expert
s22(1)(a)(ii) – Sectoral and Place Based Policy	Industry Growth	Internal expert
s22(1)(a)(ii) – Accelerating Commercialisation Entrepreneurs' Programme	AusIndustry – Support for Business	Internal expert

4.2 SPECIALIST ADVICE AND SUPPORT

ROLE	APPOINTEE
Probity Advisor (non-voting)	s22(1)(a)(ii) s22(1)(a)(ii) s22(1)(a)(ii)
Probity Auditor (non-voting)	As above or to be appointed independently if appropriate or necessary
Financial Auditor (non-voting)	s22(1)(a)(ii) (s22(1)(a)(ii))
Technical Adviser(s) (non-voting)	Procurement and Financial Policy Section, Portfolio Budget, Accounting and Financial Policy Program Operations Section (Pricing), AusIndustry – Support for Business Program Operations Section (Contracts), AusIndustry – Support for Business
Legal Adviser (non-voting)	s22(1)(a)(ii) A/g Senior Legal Counsel, Resources, AusIndustry and Corporate Section, Legal, Audit and Assurance Branch

4.3 RESPONSES RECEIVED

The Tender Support Team was provided probity training prior to opening tenders on 28 November 2019 by s22(1)(a)(ii)

55 responses were received to the RFT and were evaluated in accordance with the Tender Evaluation Plan (TEP).

The following tender(s) were received in alphabetical order:

Id #	Name	Location (Suburb)	State or Territory	Outcome Tendered
1	s 22(1)(a)(ii)			
2				
3				
4				

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

Id #	Name	Location (Suburb)	State or Territory	Outcome Tendered
5	s 22(1)(a)(ii)			
6				
7	s 22(1)(a)(ii)		QLD	Commercialisation
8	s 22(1)(a)(ii)			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21	s 22(1)(a)(ii)		VIC	s22(1)(a) Commercialisation, s22(1)(a)(ii) s22(1)(a) (national)
22	s 22(1)(a)(ii)			

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

Id #	Name	Location (Suburb)	State or Territory	Outcome Tendered
23	s 22(1)(a)(ii)			
24	s 22(1)(a)(ii)		SA	Commercialisation (national)
25	s 22(1)(a)(ii)			
26	s 22(1)(a)(ii)		QLD	s22(1)(a) Commercialisation, s22(1)(a)(ii) s22(1)(a) (national)
27			NSW	Commercialisation (national) s22(1)(a)(ii)
28			VIC	Commercialisation (national)
29			QLD	s22(1)(a) Commercialisation, s22(1)(a)(ii) s22(1)(a)(ii)
30	s 22(1)(a)(ii)			
31				
32				
33				
34				
35				
36				
37				
38	On-Market Book Builds Pty Ltd	Sydney	NSW	Commercialisation (national) and Growth (NSW and ACT)
39	s 22(1)(a)(ii)			
40				

Id #	Name	Location (Suburb)	State or Territory	Outcome Tendered
41	s 22(1)(a)(ii)			
42				
43				
44				
45				
46				
47				
48	s 22(1)(a)(ii)		VIC	Commercialisation, s22(1)(a)(ii) s22(1)(a) (national)
49	s 22(1)(a)(ii)			
50				
51	s 22(1)(a)(ii)		VIC	s22(1)(a)(ii) Commercialisation (ACT, NSW and SA)
52			VIC	Commercialisation
53			SA	s22(1)(a)(ii) Commercialisation (national)
54	s 22(1)(a)(ii)			
55	s 22(1)(a)(ii)		VIC	s22(1)(a)(ii) Commercialisation (VIC, Geelong and surrounds, TAS and WA)

4.4 REGISTRATION AND SCREENING

Tenders were registered and screened in accordance with the processes outlined in part 16 of the Tender Evaluation Plan (TEP). See [Attachment E – Tender Evaluation Plan](#)

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

All relevant data and actions were recorded in the Tender Register and Screening spreadsheet. See [Attachment F – EP DP Tender Assessment Tracker](#)

The Conditions for Participation and Minimum Content and Format Requirements are as follows:

Conditions for Participation

To submit a tender, the tenderer must satisfy the Conditions for Participation (i.e. mandatory requirements). If a tenderer did not satisfy the Conditions for Participation, the tender was excluded from consideration (see RFT clause 11).

The Conditions for Participation are set out in the following table:

No.	Condition for Participation
1.	The tenderer and any subcontractors proposed in the tender must not be named as not complying with the <i>Workplace Gender Equality Act 2012</i> (Cth).
2.	<p>Black Economy</p> <p>a) The tenderer either:</p> <ul style="list-style-type: none"> (i) holds a Valid and Satisfactory Statement of Tax Record by the Closing Time of this RFT; or (ii) has a receipt demonstrating that a Statement of Tax Record has been requested from the Australian Taxation Office by the Closing Time of this RFT and holds a Valid and Satisfactory Statement of Tax Record no later than four (4) business days from the Closing Time of this RFT; and <p>b) the tenderer holds a Valid and Satisfactory Statement of Tax Record for any first tier subcontractor that it proposes, as part of its tender, to engage to deliver services with an estimated value of over \$4 million (GST inclusive).</p>

Satisfy the Minimum Content and Format Requirements

- a) Tenders must satisfy the Minimum Content and Format Requirements (i.e. mandatory requirements). Subject to RFT clause 17.1 (c), if a tender does not satisfy the Minimum Content and Format Requirements, it will be excluded from consideration (see RFT clause 12.1 (b)).

b) The Minimum Content and Format Requirements are set out in the following table:

No.	Minimum Content and Format Requirement
1.	The tenderer must complete the Tenderer Response Form in the form of Attachment 2, duly signed by the tenderer.
2.	Black Economy Tenders must include either: <ul style="list-style-type: none"> a) a Valid and Satisfactory Statement of Tax Record for the tenderer; or b) a receipt demonstrating that a Statement of Tax Record has been requested from the Australian Taxation Office for the tenderer and the tenderer then provides a Valid and Satisfactory Statement of Tax Record no later than four (4) business days from the Closing Time of this RFT.
3.	Language Tenders (including all Attachments, annexes, and supporting documentation) are to be written in English.
4.	Measurement units Unless otherwise specified in this RFT, all measurements must be expressed in Australian legal units of measurement.
5.	Electronic files Electronic files comprising the tender must: <ul style="list-style-type: none"> a) be readable and un-encrypted; and b) not contain a virus, worm, malicious code, other disabling feature, or anything else that might compromise the integrity or security of AusTender and/or the Department's computing environment.
6.	Legibility of price Prices in tenders must be clearly and legibly stated.
7.	Completeness Tender responses must be complete.

The following Tenderers did not satisfy the Conditions for Participation **and/or** Minimum Content and Format Requirements and did not proceed further:

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

Id #	Name	Location (Suburb)	State or Territory	Outcome Tendered
49	s 22(1)(a)(ii)			
53	s 22(1)(a)(ii)		SA	s22(1)(a)(ii) Commercialisation (national)

s 22(1)(a)(ii)

Tenderer 53 was excluded from assessment on the basis of the following:

- It was clear tenderer 53 submitted an alternate bid however, as there was not a compliant response provided to support this, it was not possible to consider this response and it was accordingly set aside.

All other Tenderers progressed for further evaluation.

4.5 STEP 2 – TECHNICAL EVALUATION

Probity and evaluation methodology training was provided to the TAP by the Probity Advisor on 28 November 2019, in accordance with the TEP.

At this meeting, the TAP decided that individual panel member assessments and their resulting scores would be moderated and averaged into a consolidated Technical Assessment. See [Attachment H – Consolidated Stage 2 Technical Assessment Forms](#)

A Stage 2 Technical Assessment Form (TAF) template was developed by the Tender Support Team (TST) in conjunction with the Probity Advisor for use by TAP members to uniformly document relevant evaluation comments and scores.

Access to the approved Stage 1 reviewed RFT responses were subsequently provided to TAP members to commence evaluations from 2 December 2019. All responses had pricing removed (Attachment 10) to ensure pricing was not factored into the evaluation until the Value for Money (VFM) assessment and to prevent the possibility of price influencing the technical assessment. Separated responses were saved to the

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

Department's secure files (DocHub) with restricted access managed by the TST. Pricing information and full responses were saved to a separate DocHub folder (also with restricted access).

Initial individual technical evaluations were conducted by the Tender Assessment Panel (**TAP**) in accordance with the procedures outlined in Part B: Evaluation Process, Step 2: Technical Evaluation (part 14) of the **Tender Evaluation Plan (TEP)**. See

Attachment E – Tender Evaluation Plan

Tender responses were evaluated against the **Evaluation Criteria** (see Part C – Evaluation Criteria of the TEP).

Division of Responses for Technical Evaluation

After commencement of the technical evaluation and as a result of the large number of responses received, the TAP Chair determined (in consultation with the Probity Advisor) that a division of the remaining responses for technical evaluation was required to expedite the evaluation process. See **Attachment G – TAP Division of Responses**

The TAP met with the Probity Advisor on 12 December 2019 and remaining responses were randomly divided amongst the three panel members with each allocated a tranche. The TAP agreed that at least two Stage 2 Technical Assessments would be completed across each response. Accordingly, each response was reviewed by two of the three technical assessors

This approach is a variation of the approach outlined in the TEP (see part 17 of the TEP), and was endorsed by both the TAP Chair and Probity Advisor (Attachment G).

Initial technical assessments were completed by 19 December 2019.

Once a shortlist had been determined, the TAP Individual technical assessments were then moderated by the Tender Support Team, sent to relevant evaluation teams for review and comment, and subsequently saved as Consolidated Technical Assessments contained in **Attachment I – Consolidated Technical Assessment (Shortlisted Tenderers)**

NOTE: Detailed individual and consolidated Technical Assessments for each Tenderer are available in the following folder [TAFs](#). Hard-copies are available if required (nominally Attachment H).

After completion of the Technical Evaluation, a final technical score was agreed and the following Tenderers were evaluated as technically **unsuitable** and not progressed for further evaluation:

Tender #	Organisation Name	Technical Score
3	s 22(1)(a)(ii)	s22(1)(a)(ii)
4		s22(1)(a)(ii)
6		s22(1)(a)(ii)

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

Tender #	Organisation Name	Technical Score
7	s 22(1)(a)(ii)	1 (Unsuitable)
15		s22(1)(a)(ii)
16		
20		
21		1 (Unsuitable)
23		s22(1)(a)(ii)
25		
26		1 (Unsuitable)
31		s22(1)(a)(ii)
32		
33		
34		
35		
36		
39		
40		
41		
42		
43		
44		
46		
47		
48		1 (Unsuitable)
50		s22(1)(a)(ii)
51		1 (Unsuitable)
55		2 (Poor)

The TAP agreed the above list of Tenderers were not competitive in accordance with the evaluation criteria. The TAP also noted some responses did not sufficiently address the scope or statement of requirements specified in the RFT, notably Tenderers s22(1)(a)(ii) 7, s22(1)(a)(ii) 21, 26, s22(1)(a)(ii) and 48. More detail is contained in the individual rolled up and moderated assessments.

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

The following Tenderers were evaluated as technically **suitable** and were progressed for further evaluation and discussion amongst the TAP for possible shortlisting:

Tender #	Organisation Name	Technical Score
1	s22(1)(a)(ii)	s22(1)(a)(ii)
2		
5		
8		
9		
10		
11		
12		
13		
14		
17		
18		
19		
22		
24		4 (Good)
27		3 (Acceptable)
28		5 (Exceptional)
29		3 (Acceptable)
30		s22(1)(a)(ii)
37		
38	On-Market Book Builds Pty Ltd	3 (Acceptable)
45	s22(1)(a)	s22(1)(a)(ii)
52		4 (Good)
54		s22(1)(a)(ii)

4.6 OUTCOMES FROM STAGE 2 TECHNICAL ASSESSMENTS – SHORTLISTING

The TAP met on 17 December 2019 to review the shortlisted Tenderers. Individual scores and comments from the Stage 2 Technical Assessments were discussed. The TAP agreed that a combined individual score of 5 or below (a rating of 2 and 3 from individual TAP members) was regarded as an uncompetitive response and accordingly

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

these were determined as not suitable. Shortlisted Tenderers s 22(1)(a)(ii) and 27 were excluded from further evaluation on this basis. Each Tenderer presented some ideas however, there was limited detail provided across a range of criteria and they were not able to sufficiently substantiate claims.

Tenderers s22(1)(a)(ii) 29 both scored 6 (a rating of 3 and 3 from individual TAP members). When compared to other submissions received for the Commercialisation and Innovation outcome, the responses demonstrated a lack of cohesiveness and understanding of the requirements. Therefore, they were also deemed uncompetitive and did not proceed.

Tenderers 38 s22(1)(a)(iii) each received a score of 6 (a rating of 3 and 3 from individual TAP members) for their response to the Growth outcome. After further discussion, the TAP agreed the responses did not indicate they fully understood the types of businesses the Programme works with and the TAP were not convinced they would be able to sufficiently meet reporting requirements, or provide the level of business intelligence the Programme will expect under new arrangements from July 1 2020.

Tenderers s22(1)(a)(ii) 24, 28, s22(1)(a)(iii) 52 s22(1)(a) were progressed to the next stage. The TAP agreed this would include an opinion from internal panel experts which would be reviewed by the TAP and any relevant elements included in the final Stage 2 Technical Assessment, together with the findings from an interview presentation conducted by shortlisted tenderers to the TAP.

The shortlisted responses were divided amongst the internal panel experts according to each assessor's knowledge of the particular outcome/s and/or their experience within relevant and applicable policy. A set of specific questions from the TAP as well as questions relevant to each shortlisted response was provided by the TAP to the internal panel experts. This included commentary on the service delivery model proposed, the credibility, reputation and past performance of specified personnel (if known), the Tenderer's capacity to adapt and deliver in line with the recommendations from the reform/re-design process, their ability to collaborate and any potential policy implications the TAP should consider.

The TAP did not require internal expert assessors to allocate a score or comment against the full evaluation criteria contained in the RFT and the Stage 2 Technical Assessment template, only those criteria relevant to the internal panel expert's expertise.

The above information was provided to the internal panel experts on 20 December 2019 with responses received by 15 January 2020. More detail on the consolidated assessments of the shortlisted Tenderers is included in (Attachment I).

The process applied throughout this stage was conducted with support from the independent Probity Advisor s22(1)(a)(ii). The approach ensured the Department can have a high level of confidence that the Stage 2 Technical Assessment process, ranking, shortlisting and internal expert assessment of Tenderer responses for the RFT was conducted fairly and equitably and in accordance with all probity requirements.

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

Shortlisted Tenderers fully met the Technical Selection Criteria and the TAP agreed the shortlist was complete.

4.7 OUTCOMES FROM THE STAGE 2 TECHNICAL ASSESSMENTS – PRESENTATION INTERVIEW PREPARATION

The TAP utilised the information from the Stage 2 Technical Assessment and the internal expert assessors to develop questions for the presentation interview stage. There were a set of standard questions asked regarding each Tenderers' approach to:

- collaboration within a national network;
- scalability and adaptability of the proposed service delivery offering;
- programme re-design, reform and continuous improvement; and
- managing performance (including ability to manage workload allocation, quality, conditions and expectations).

Additional questions were both specific to the Tenderers' response and outcome. At the request of the TAP, questions were not provided to shortlisted Tenderers prior to interview.

Interviews were scheduled over 21, 22, 23 and 28 January 2020. The findings are contained in [Attachment N – Tenderer interview write-up](#)

4.8 STAGE 3 – PRICING AND FINANCIAL CAPABILITY EVALUATION

s22(1)(a)(ii) was engaged on 23 December 2019 to conduct the Pricing and Financial Capability Evaluation. Their detailed analysis and findings are contained in [Attachment J – Stage 3 Initial Pricing Evaluation](#)

This was a separate, partially parallel process to the Stage 2 Technical Assessment and was substantially completed prior to the presentation interviews so that any additional information required could be obtained from that part of the Stage 2 process.

s22(1)(a)(ii) completed a review of the pricing, corporate and financial information of the 14 shortlisted Tenderers in accordance with the procedures outlined in part 19 Step 3: Pricing Evaluation of the **Tender Evaluation Plan (TEP)** – see (Attachment F). This was the most effective, efficient and economical use of accountable agency resources in the circumstances and the approach was approved by the Probity Advisor.

The review included an analysis of all financial information submitted by each Tenderer in Attachment 10 of the Response Schedules to gain an understanding of the relationship between the prices quoted and the approach to service delivery, particularly with regards to program management and travel assumptions, as well as ad-hoc consultancy services. Variations associated with these costs were dependent on the geography and size of the service delivery model and were not compared across Tenderers as part of this analysis.

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

Tenderers were separated according to the outcome/s and ranked by price (best to least best). Price was based on the adjusted tendered price per Facilitator (ex GST). The Adjusted Tendered Price = Total Tendered Price + Evaluation adjustments.

<u>Growth</u>		<u>Innovation</u>		<u>Commercialisation</u>	
<i>Tenderer #</i>	<i>Ranking (price) – best to least best</i>	<i>Tenderer #</i>	<i>Ranking (price) – best to least best</i>	<i>Tenderer #</i>	<i>Ranking (price) – best to least best</i>
s22(1)(a)(ii)				s22(1)(a)(ii)	1
					2
					3

The Stage 3 report noted that excluding the cheapest and most expensive Tenderers, all other Tenderers were within 12% of the median average tendered price per Facilitator. Salary costs were even closer with six of the Tenderers proposing prices within 5% of the median average salary cost across all Tenderers.

At the conclusion of the interview stage, the TAP agreed to review pricing. All TAP members were provided access to the complete (including pricing) tender responses of all technically suitable Tenderers and the Stage 3 Initial Pricing Evaluation Report for review in preparation for the Value for Money (VFM) assessment.

4.9 STAGE 5 – VALUE FOR MONEY ASSESSMENT – INITIAL ASSESSMENT AND CONFIRMATION OF THE SHORTLISTING

The value for money (VFM) assessment was conducted in accordance with the procedures outlined in part 21 Stage 5: Value for Money assessment of the Tender Evaluation Plan (TEP) – (see Attachment E).

The TAP met on 3 February 2020 to conduct the first stage of the Value for Money (VFM) assessment.

Based on the VFM and interview response, the shortlist of 14 Tenderers was reduced to 11. Tenderers 24 s22(1)(a)(ii) were excluded from the process and regarded as both *Uncompetitive* and *Not recommended*.

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

The TAP agreed Tenderer 24 presented a standard consultancy model which did not meet or align with the Programme requirements and did not appear to have a comprehensive understanding or ability to respond to the partnership model the Programme is implementing. There was limited analysis on historical grant services to underpin their assumptions and a lack of understanding of who the Programme's core customers are and how to reach them. The tendered price was high due to the technical specialisations and expertise of Tenderer 24's consulting business. This did not provide value for money for Programme requirements.

s 22(1)(a)(ii)

The TAP requested to seek further financial information on the following Tenderers:

Id #	Name	Outcome Tendered
1	s22(1)(a)(ii)	s 22(1)(a)(ii)
17		
8		
11		
12		
14		
18		
19		
37		
28		Commercialisation
52		Commercialisation

s22(1)(a)(ii) recommended the TAP request additional information from the Tenderers on the Programme management and overhead costs included in their response and detail on how these have been calculated.

s 22(1)(a)(ii)

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

s 22(1)(a)(ii)

The TAP met with the Probity Advisor and **s22(1)(a)(ii)** on 10 February 2020 to discuss the additional analysis, pricing and financial viability. These were separated according to outcomes (Growth, Innovation and Commercialisation). See **Attachment L – Evaluation Report – Pricing and Financial Viability: Growth, Innovation and Commercialisation**

Across Growth and Innovation, the TAP were comfortable with the level of detail provided in the evaluation. However, the TAP agreed more information was required for the Commercialisation outcome and additional detail was requested from Tenderers 28 and 52.

With regards to Tenderer 28, the TAP required:

- clarification on how the costs relating to the services provided by senior management would contribute to the services the Commonwealth is receiving (all senior management roles including, the CEO, CFO and COO) and the proportion of time dedicated to the Programme, functions performed and how the roles relate to the provision of services specified in the RFT;
- the number of personnel **s 22(1)(a)(ii)** and the impact a reduction would have on –
 - the ability to deliver the required services; and
 - pricing
- an outline of the specific costs associated with marketing and communication **s 22(1)(a)(ii)** including how the funds and any proportion of roles will deliver value for the Programme;
- profit contingencies and level of risk premium;
- financial viability; and
- specific payment terms required to meet contract obligations.

For Tenderer 52, the TAP required:

- clarification of how the costs relating to the services provided by senior management will contribute to the services the Commonwealth is receiving (all senior management roles including the CEO, Marketing and Events Manager and Administration Manager), the proportion of time dedicated to the Programme, functions performed and how they relate to the provision of services specified in RFT;
- confirmation of the marketing and events management role **s 22(1)(a)(ii)** and associated allocated budget;
- financial viability; and

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

- specific payment terms required to meet contract obligations.

Information was received and the TAP met on 17 February 2020 to discuss and make a determination on final recommendations.

A Programme specific spreadsheet (footprint) detailing roles, outcomes and geographic spread of specified personnel (Facilitators) was also developed to assist the TAP with determining the overall distribution of service delivery and approximate costs. See [Attachment M – Specified Personnel Distribution Matrix \(Consolidated Footprint\)](#)

4.10 SITE VISITS

The TAP determined that site visits were not required as they would not assist in the circumstances of this tender evaluation.

4.11 TENDERER PRESENTATIONS

At the conclusion of the interview stage and the shortlisting meeting held on 3 February 2020, the TAP decided that additional presentations from shortlisted Tenderers were not required.

4.12 CONTACTING REFEREES

Referee checks were conducted for all of the shortlisted tenderers as per the procedures outlined in parts 18.12(c) and (e), 18.15, and 18.16 of the Tender Evaluation Plan (TEP). See [Attachment O – Consolidated Referee Reports \(Shortlisted Tenderers\)](#)

Referee reports were provided to TAP members for review following the shortlisting process.

4.13 STEP 4 – CONTRACT COMPLIANCE

The draft contract was issued with the release of the RFT. See [Attachment P – EP Delivery Partners Draft Contract](#)

Identified instances of draft contract non-compliance and requests for confidentiality for shortlisted Tenderers were recorded and actioned in accordance with the procedures outlined in part 19 of the **Tender Evaluation Plan (TEP)**. This is contained in the Non-Compliance with contract – shortlist table. See [Attachment Q – Stage 4 non-compliance with Draft Contract \(Shortlisted Tenderers\)](#)

All outstanding instances of contract non-compliance and confidentiality for preferred Tenderers, were reviewed by the Legal team. The Legal Team has prepared a negotiation version of the contracts. Any remaining issues will be addressed through contract negotiations with preferred Tenderers.

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

4.14 STEP 5 – COMPLETION OF THE VALUE FOR MONEY ASSESSMENT

The value for money (**VFM**) assessment was completed in accordance with the procedures outlined in part 20 Step 5: Value for Money assessment of the **Tender Evaluation Plan (TEP)**.

The TAP decided to rank preferred Tenderers in bands as follows: competitive (and recommended/not recommended); and uncompetitive against each of the outcomes (Growth, Innovation and Commercialisation).

The ranking assisted the TAP with determining the spread and allocation of positions by state/region (for the Growth outcome) as well as the most suitable tenderers across all outcomes, noting that others could also be ranked as 'competitive' but not recommended.

After the TAP meeting and group deliberations the following four Tenderers were **not** selected as preferred Tenderers:

Growth:

s22(1)(a)(ii)

s22(1)(a)(ii)

Innovation:

s22(1)(a)(ii)

s22(1)(a)(ii)

Commercialisation:

s22(1)(a)(ii)

– Not recommended / Competitive

Overall the focus of the Tenderer throughout their submission and interview was more oriented towards assisting grant recipients than increasing demand for Commercialisation services. Those who presented to the panel did not articulate how they would actively collaborate across the Programme's national network. s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

which did not strongly indicate a collaborative way of working across the Programme. Additionally, their responses did not demonstrate the Tenderer had undertaken a fresh forward looking sector or geographic analysis of demand, instead their proposal was based on the current deal flow volume.

The TAP requested a more detailed breakdown of costs to determine value for money. Clarification was sought on the overhead costs, specifically the proportion of time allocated to Programme roles, the description of these roles, and how they relate to the provision of services specified in the Request for Tender (RFT). After reviewing the Tenderers response, there was a continued level of discomfort from the TAP that the Tenderer had not properly appreciated the scope of service delivery and there was some risk they would be reliant upon Programme administrators and funding to deliver all services.

The TAP noted that while the Tenderer is technically suitable and therefore competitive, there are some inherent risks regarding s 22(1)(a)(ii)

s 22(1)(a)(ii)

and in the service delivery model they have proposed. s 22(1)(a)(ii)

s 22(1)(a)(ii)

Additionally, the TAP was concerned the s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii) The TAP agreed the Tenderer did not demonstrate a good understanding of the collaborative/partnership nature essential to the delivery of the Programme compared to the other shortlisted response and concluded the Tenderer while competitive, was not recommended to provide services for the Commercialisation outcome.

Summary of VFM assessment for Growth –

s22(1)(a)(ii)

s22(1)(a)(ii)

Summary of VFM assessment for Innovation –
s22(1)(a)(ii)

Summary of VFM assessment for Commercialisation –

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

3459-1808-2831, v. 2

The table below shows a ranking of each Tenderer in respect of price and corporate and financial viability for the Commercialisation outcome.

Rank	Tenderer Name	Total Tender Price \$ Per Facilitator (incl GST)	Total Tender Price \$ (incl GST)	Corporate Risk	Price Risk	Preferred Tenderer Yes / No
1	s22(1)(a)(ii)	1,113,868	21,163,500	High	Medium-High	No
2	i4 Connect	1,455,208	34,925,000	High	Low	Yes

RECOMMENDATION

4.15 FINAL SELECTION

The Tender Assessment Panel has selected the following preferred Tenderers as best suited to meet the requirements at a competitive price and therefore, representing overall best Value for Money: **Growth (by state/region):**

s22(1)(a)(ii)

s22(1)(a)(ii)

s22(1)(a)(ii)

s22(1)(a)(ii)

Innovation (national provider):
s22(1)(a)(ii)

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

3458-1808-2831, v. 2

s22(1)(a)(ii)

Commercialisation (national provider):

s 22(1)(a)(ii) (Tenderer s22(1)(a)(ii))

The TAP agreed the response from s 22(1)(a)(ii) included a sound service delivery model
s 22(1)(a)(ii)

The TAP noted the Tenderers approach to research and an understanding of the challenges experienced by the Commercialisation outcome. Similarly, the Tenderer's independent research and analysis was excellent and anticipated potential re-design to the Commercialisation outcome, highlighting the value of the advisory service outside of access to a grant.

A number of other limitations to the existing Programme offering and administrative processes were identified, as well as ideas on how they would be addressed.

In terms of the financial and corporate viability risk, s 22(1)(a)(ii)

s 22(1)(a)(ii) however, when compared to the other shortlisted response for the Commercialisation outcome, the TAP agreed they had confidence in the management team proposed. They felt they could work with the Tenderer on the figures provided and that they had been transparent and open with the way in which they have costed service delivery.

s 22(1)(a)(ii)

Tender Evaluation Report – RFT PRI-00004142 (Sensitive – Legal)

The TAP concluded that s 22(1)(a)(ii) are the recommended national provider for the Commercialisation outcome.

4.16 RECOMMENDATION TO APPROVER

The Tender Assessment Panel recommends that:

1/ this Tender Evaluation Report be approved by the relevant Section 23 Approver of the *Public Governance, Performance and Accountability Act 2013*, and

2/ this procurement proceeds to negotiation and contract(s).

4.17 ISSUES TO BE RESOLVED AND NEGOTIATION ISSUES TO BE RAISED WITH THE PREFERRED TENDERER

See section 4.13 Contract Compliance.

4.18 BUDGET

See Section 1 'Total Contract(s) Value' of the TER for the total expected costs.

Costs and budgets for the 2020/21, 2021/22, and 2022/23 financial years are:

	2020-21 (\$m ex GST)	2021-22 (\$m ex GST)	2022-23 (\$m ex GST)
Business Management Facilitators	27.377	29.493	30.074
Innovation Connection Facilitators	5.411	5.502	5.599
Accelerating Commercialisation Advisers	5.603	5.700	5.926
Incubator Facilitators	.500	.500	.500

4.19 TENDER ASSESSMENT PANEL ENDORSEMENT

TAP Chairperson s22(1)(a)(ii)
s22(1)(a)(ii)

/ /

Panel Member s22(1)(a)(ii)
s22(1)(a)(ii)

/ /

Panel Member s22(1)(a)(ii)
s22(1)(a)(ii)

/ /

5 ENDORSEMENT

5.1 SECTION 23 APPROVER OF THE *PUBLIC GOVERNANCE, PERFORMANCE AND ACCOUNTABILITY ACT 2013*

I understand this procurement may proceed to contract(s) unless it is in the public interest to cancel the procurement in accordance with the Commonwealth Procurement Rules.

The Tender Evaluation Report has been **approved/not approved**.

s22(1)(a)(ii)

3 / 3 / 2020

s22(1)(a)(ii)

Signature

Entrepreneurs'
Programme Branch,
AusIndustry – Support
for Business