

GC2018 Supplier Information Sessions

Questions and Answers

Tendering

Q. Do standard trading (payment) terms apply for GC2018 procurement?

A. The Queensland Government standard payment terms are 30 days from the date of invoice. If businesses propose alternative payment terms this should be clearly outlined in tender documentation so it can be considered during evaluation. We will pay penalty interest to small businesses for bills (on contracts up to \$1 million) that are paid after 30 calendar days. This only applies to undisputed tax invoices.

Q. Is the Industry Capability Network (ICN) part of the procurement transformation agenda and procurement tender process for GC2018?

A. ICN is not currently part of the procurement transformation agenda. ICN is a brand within QMI Solutions Limited, whose Queensland branch receives funding from the Queensland Government. For GC2018, ICN allows interested suppliers to record their interest against upcoming work packages. This will assist Games partners and managing contractors to identify suppliers capable of providing goods and services for GC2018. ICN does not form part of the formal tendering process for GC2018 procurement. Businesses need to upload their tender to QTenders.

Q. Is it a pre-requisite for GC2018 procurement to have a current ISO QA certification or to meet Australian standards for quality assurance?

A. Requirements regarding QA certification will vary from category to category. Accreditation may be required for some tendering opportunities. Some tenders may require suppliers to demonstrate processes are in place to provide a consistent standard of quality and supply. If your business holds any quality assurance accreditation you should always include it in your submission. The tender specifications will outline if accreditation or appropriate standards are required. This will form part of contractual obligations with the successful supplier.

Q. How do I get my products considered by Games partners?

A. Games partners will outline certain specifications to managing contractors, including the requirements of the Commonwealth Games Federation. The managing contractor will work with Games partners to ensure innovative, cost-effective solutions. We encourage suppliers to raise awareness and market their products to their supply chain (including managing contractors and designers).

Q. How are innovative products considered? Is there any way to introduce innovative products before the tender is advertised so they are specified or looked upon more favorably?

A. When the specifications for a tender are determined, market research and analysis is done. This may identify innovative products. The tender specifications will provide scope for suppliers to present innovative products and solutions that meet GC2018 requirements. Tender processes allow suppliers to present more than one product or option for consideration. This allows traditional approaches to be considered alongside innovative products and solutions.

Q. Are the improvements in tendering processes being applied across the Queensland Government?

A. Yes. The Queensland Government Procurement Transformation Division is leading the review and implementation of standardised tendering processes across government. Suppliers will begin noticing changes from July 2014.

Q. Does the Forward Procurement Schedule include tendering opportunities for the arts and cultural program for GC2018?

A. Yes. Work packages include opportunities for the arts and culture program. More detail on these packages will be provided as planning for the program progresses.

Q. Will all GC2018 tender opportunities be listed on QTender?

A. No. Some tender opportunities will be available through closed tender, standing offer arrangements or sponsorship arrangements. If your business is registered on ICN, Games partners will be aware you are interested in certain categories when determining the procurement approach.

Q. Will standing offer arrangements (SOAs) be used for GC2018 tender opportunities?

A. SOAs exist for some GC2018 work categories. SOAs may be used if they are appropriate for GC2018 requirements. Many SOAs will be renewed before GC2018.

Q. What is the process for determining a supplier once a tender is submitted?

A. The process varies for each procurement opportunity. The tender documentation for each opportunity will outline the process. This may include presentations from shortlisted suppliers or discussions to clarify components of the submitted offer.

Q. Does the existing panel of specialist advisors put in place by GOLDOC have preference for tender opportunities?

A. This panel arrangement was put in place before the release of the Forward Procurement Plan and Schedule. It will expire in February 2015.

Q. Will maintenance contracts for Commonwealth Games venues be awarded through a managing contractor or will discrete contracts be awarded?

A. This will still be determined.

Q. Will goods and services required for test events be part of the whole of Games process or part of a separate tender process?

A. The approach will still be determined. It will depend on the size and scale of each test event and also what contracts have been put in place. For example, if the bus transport contractor has been appointed it would be beneficial to use them for the test event.

Q. Will innovative ideas be published on a public website as part of a tendering process?

A. No. Innovative ideas put forward as part of a tendering process will not be published. Confidentiality agreements are entered into with successful tenders to protect supplier information.

Q. What compliance requirements with health and safety regulations will be required?

A. As a minimum requirement, all legislative requirements must be met. Further requirements may be specified for individual procurements.

Q. Will labour supply companies be required to sign an enterprise bargaining agreement (EBA) with the unions to supply labour to the major sites?

A. As a supplier to the building and construction industry you may have to comply with the [Queensland code of practice for the building and construction industry](#). This may be a consideration for the managing contractor.

Q. Who do I contact with my questions?

A. If your question is about a specific request for tender or quote please contact the nominated person in the request documentation. For general questions in relation to GC2018 procurement please email betterprocurement@hpw.gov.au.

Q. Are there guarantees for suppliers who plan to supply to GC2018?

A. No. Games partners can only supply opportunities. The Forward Procurement Schedule gives suppliers time to identify opportunities and assess investments in order to build capacity and capability that can increase their chances of success.

Q. When will Games partners speak to specific industry sectors?

A. Industry groups and suppliers will be consulted to assist with developing specifications and providing goods and services as planning progresses across all the goods and services categories required for GC2018.

Q. When tenders are awarded will the successful supplier be published?

A. Yes. All contracts awarded over \$10, 000 will be published on QTenders.

Q. What is the definition of value for money?

A. The definition of value-for-money is outlined in the [Queensland Government Procurement Policy](#). Application will depend on the category and will be influenced by the evaluation criteria for specific tenders.

Q. Is there an appeal process once tenders have been awarded?

A. The Queensland Government Procurement Policy requires each agency to have a formal complaints process. Contact the tendering agency in writing to lodge the complaint. We encourage all tenderers, and in particular unsuccessful tenderers, to seek feedback on their submissions.

Q. Does the Forward Procurement Schedule identify whether goods will be hired or purchased?

A. Decisions will still be made about hiring versus buying. Market research will help shape procurement strategies for particular categories. In most cases just the category will be identified.

Q. Will preference be given to suppliers on standing offer arrangements?

A. No, but Games partners will investigate existing government arrangements when they develop the procurement strategy for a category. In some cases existing government arrangements may be used if it provides value for money and appropriate outcomes. If your business has successfully completed a government contract it is appropriate to list this experience in tender responses and on capability statements on the ICN.

Q. Are deposit payments or requirements for part payments by suppliers considered as payment terms?

A. Payment terms, including deposits or part payments, will be considered when developing procurement strategies for individual categories. Respondents may also request revised payment terms as part of their submission.

Q. How do I find out about managing contractors and other businesses in my supply chain?

A. All tenders awarded over \$10,000 will be published on QTenders. The identification of businesses within supply chains before the publication of awarded contracts would occur through business networking opportunities. Further information on networking and partnership opportunities can be found on the [Business and industry portal](#).

Local and Indigenous preferences

Q. Do local businesses have preference when awarding contracts?

A. All State Governments and Territories are signatories to the Australia and New Zealand Government Procurement Agreement which defines local as Australia and New Zealand. Preferences cannot be given; however, location can be considered where it provides increased value for money (e.g. the supplier is geographically closer to the delivery point).

Q. Is there a focus on Australian-made product or is the only criteria value for money?

A. The criteria for all procurement are based on value for money. Value for money includes cost and non-cost factors, such as sustainability, which can incorporate whether a product is Australian made.

Q. Is there a target for awarding contracts to Indigenous-owned businesses?

A. No. Indigenous-owned businesses should register on ICN Gateway under the Black Business Finder—an online database established to give Aboriginal and Torres Strait Islander businesses exposure—to enable Games partners to identify Indigenous-owned businesses for opportunities.

Q. Where do second tier suppliers stand in terms of source “local”? Will first tier suppliers be required to source local sub-contractors?

A. The managing contractor is not bound by the Australia and New Zealand Government Procurement Agreement. This means that the managing contractor and other tier suppliers can source sub-contractors in the close geographical area. Where appropriate, contracts with managing contractors will maximise the use of local sub-contractors.

Industry and Capability Network (ICN)

Q. Will current opportunities be listed on the Forward Procurement Schedule?

A. Yes. The Schedule lists packages required from now until 2018.

Q. How is our business information on ICN used?

A. Games partners use the information on ICN to:

- undertake market research to inform procurement planning
- identify suppliers for quotations or closed tender opportunities
- provide managing contractors with a list of companies who have expressed interest on ICN Gateway under specific categories
- inform industry development opportunities.

All public tender processes are advertised on QTenders. It is critical for suppliers to register on ICN for visibility to Games partners and logon to QTenders for tender opportunities. QTenders will provide you with an automatic notification when tenders are advertised.

Q. Should a business interested in partnering opportunities create two profiles on ICN—one based on individual capacity and one based on partnering capability?

A. This is an option; however, businesses can identify partnering opportunities when registering on ICN. Completing one comprehensive registration on ICN is the preferred approach.

Q. Are venue design opportunities still available?

A. Yes. A number of design work packages are listed in the Forward Procurement Schedule.

Q. Are there tender opportunities for the risk management service industry?

A. Yes. The Forward Procurement Schedule lists work packages related to service industries.

Q. How are Games partners addressing services with commonality across the 17 venues?

A. The Forward Procurement Schedule states that services can be bundled where required and appropriate. Market research will inform any bundling requirement, for example, if temporary fencing cannot be consistent across all venues, then the option may be to have temporary fencing that is consistent at individual venues.

Q. Should suppliers tender directly or contact businesses in their supply chain for opportunities?

A. Both. We encourage businesses to register on ICN and ensure their capability statement is comprehensive so Games partners and higher-tier suppliers clearly understand their business skill.

Q. I am already registered on ICN. Am I eligible to tender for GC2018?

A. Yes, however businesses must express their interest against the specific GC2018 work packages to ensure visibility in the market place.

Q. Does the Forward Procurement Schedule outline work packages which require specialist skills?

A. Yes, the work packages give an indication of the requirements that are currently known. The Forward Procurement Schedule will be regularly updated as Games partners become aware of more requirements.

Q. Does the Forward Procurement Plan identify specifications for work packages and which Games partner is responsible for tenders?

A. The Forward Procurement Plan and Schedule is for planning purposes. A procurement strategy will be developed for each category. These strategies will determine the approach to market. Once a procurement advances to an invitation stage (whether it be quotes/closed tenders or public tenders), the Games partners will be identified and a full specification provided.

Q. Is it too late to indicate interest or form partnerships for work packages related to venues?

A. No. Although some GC2018 venue requirements have been completed there are still opportunities available, which are listed in the work packages.

Q. Can a business with two diverse divisions register on ICN twice to clearly show all aspects of the business even though it only has one ABN?

A. Yes, it is best to register each diverse division separately. Businesses should create one online registration and contact ICN to start a duplicate profile.

Q. How does a business promote innovative products and present them in a tender process?

A. Ensure your business has expressed an interest against the relevant work package on ICN Gateway. Your capability profile within ICN Gateway should provide information on innovative products or approaches. Businesses have the opportunity to lodge options during the tender for goods and services. To provide competitive tenders, businesses may consider outlining different options and the benefits of each option

Q. Can I register against more than one work package?

A. Yes. Businesses only need to register details on ICN Gateway once but can express an interest against all relevant work packages that the business is capable of undertaking.

Q. Are there opportunities for consultancy?

A. Yes. Consultancy work packages are listed in the Forward Procurement Schedule. If you cannot find a fit for your skills, please send an enquiry to betterprocurement@hpw.qld.gov.au. Some work packages may not have been identified yet so businesses are encouraged to regularly check the Forward Procurement Schedule for updates.

Q. Will there be opportunities for businesses to network and collaborate to develop potential partnerships?

A. Yes. Collaborating can help suppliers gain a competitive advantage. We encourage businesses to work with businesses in their supply chain to deliver new and better solutions to GC2018 procurement needs. Partnering and collaborating with similar suppliers may also be a way to deliver the challenging quantities involved in some categories of procurement. Measures to help businesses partner and collaborate, as well as other capacity-building measures, will be developed under the Embracing 2018 Business Development Framework. Registering interest against work packages is one way that suppliers can ensure they are visible to Games partners whilst these programs are further developed in the lead up to 2018.

Sponsorship

Q. How will sponsorship interact with tender opportunities?

A. The Gold Coast 2018 Commonwealth Games Corporation (GOLDOC) is currently developing processes and guidelines regarding sponsorship.

Q. Is there a preferred major sponsor?

A. No. Sponsors have not been appointed yet.

Q. Will an external marketing agency be appointed for sponsorships?

A. Yes, a sponsorship agency has been appointed by GOLDOC to sell sponsorship on their behalf.

Enquiries

Q. Who do I contact if a potential gap is identified in the Forward Procurement Schedule?

A. Please email betterprocurement@hpw.qld.gov.au so potential gaps can be investigated and, if appropriate, added to the Forward Procurement Schedule.

General

Q. Will industry forums be held before tenders are released to the market?

A. In some instances industry forums may be held. In other cases informal approaches through industry associations may be made. The approach will be decided as part of individual procurement strategies. These strategies are still being developed.

Q. How can I use the GC2018 emblem?

A. You must seek permission to use the GC2018 emblem. You can request permission in writing to GOLDOC via www.gc2018.com. The emblem can only be used if you have obtained permission in writing from GOLDOC. This includes using the emblem for a product “mock up” or the tender process.

Q. When do athletes arrive at the Commonwealth Games Village to start training?

A. The official opening of the Commonwealth Games Village for athletes is 24 March 2018, 10 days prior to the opening ceremony.

Q. Who is responsible for ongoing maintenance of venues after GC2018?

A. Maintenance of venues is the responsibility of the asset owner e.g. Queensland Government or relevant local government authority.

Opportunities for legacy and training

Q. Are there opportunities to educate businesses on creating lasting benefits from GC2018?

A. The Queensland Government has released the Embracing 2018 Business Development Framework. The Framework aims to ensure a legacy of increased business capability and capacity. It provides strategic coordination of government and stakeholder initiatives and activities supporting business development in the lead up to and during GC2018. The Embracing 2018 Business Development Framework can be found on the [Business and Industry Portal](#).

Q. How can businesses showcase goods and services to overseas trade and investment delegations?

A. The Queensland Government is identifying these opportunities including how businesses can be appropriately involved.

Q. When will guidance on sustainability issues be available?

A. Guidelines are currently being developed and will be published on www.business.qld.gov.au.