Disclosure of Contract – Class 1 Contract

1. Tender Number:

1382

2. Name and business address of the contractor:

SEMA Operations
6 The Crescent, Kingsgrove NSW 2008

3. Particulars of any related body corporate of the contractor or any other private sector entity in which the contractor has an interest, that will be involved in carrying out any of the contractor’s obligations under the contract or will receive a benefit under the contract:

N/A

4. Date on which the contract becomes effective and the duration of the contract:

Effective: 15 September 2014
Duration: 3 years with the option of a two year extension at the discretion of Council

5. Particulars of the project to be undertaken, the goods or services to be provided or the real property to be transferred or leased under the contract:

Provision of services for generation & distribution of application notification letters & rates/instalment notices

6. Estimated amount payable to the contractor under the contract:

Schedule of rates
Estimated value of $375,000.00 inc. gst

7. Description of any provisions under which the amount payable to the contractor may be varied:

N/A

8. Description of any provision with respect to the renegotiation of the contract:

N/A

9. In the case of a contract arising from a tendering process, the method of tendering and a summary of the criteria against which the various tenders were assessed:

Open Tender
Tender evaluation criteria included:
- Schedule of prices
- Experience in similar projects/references
- Key Personnel/Subcontractors – Allocation of adequate resources
- Proposed quality and operations plan
- Financial and commercial trading integrity including insurances

10. Description of any provision under which it is agreed that the contractor is to receive payment for providing operational or maintenance services:

N/A