



GIPA Form for Contracts over \$150,000 (Including GST)

(When the tender/contract has been finalised and awarded, please complete this form and email it to Procurement with the subject titled: GIPA (procurement@innerwest.nsw.gov.au) for inclusion on our website as per the GIPA Act.)

The *GIPA Act* requires Council to record and publish certain information about some contracts with private sector bodies. Part 3, Division 5 of the *GIPA Act* states that information about contracts worth more than \$150,000 must be recorded in a register of contracts which must be published on Council's website.

Contracts that must be included in the Contracts register are those:

- between Council and a private sector contractor
- signed after the commencement of the *GIPA Act* (1 July 2010)
- for a value of \$150,000 or more, and involve:
 - the contractor undertaking a specific project such as construction, infrastructure or property development
 - the contractor agreeing to provide specific goods or services
 - the transfer or lease of real property.

There are three different classes of government contract:

CLASS 1 Contracts are those that have, or are likely to have, a value of \$150,000 or more

CLASS 2 Contracts are CLASS 1 contracts where:

- there has not been a public tender process and the terms and conditions of the contract have been negotiated directly with the contractor, or
- the contract was the subject of a tender (whether public or not) but the terms and conditions have been substantially negotiated with the contractor or
- the obligations of one or more parties to maintain or operate infrastructure or assets could continue for 10 years or more, and the contract involves a privately financed project or the exchange of significant assets.

CLASS 3 Contracts are when a CLASS 2 contract has a value, or likely value of more than \$5 million. (Register is to include a copy of the CLASS 3 contract).

Tender Number	SSROC T2020-06
Tender Name Description	Stationary and Associated Products
Tender Method (<i>Tender/RFQ/EOI/Direct Negotiation</i>)	Public Tender
Name of successful Service Provider / Contractor (<i>including T/As</i>)	Complete Office Supplies Pty Ltd Fuji Xerox Australia Pty Ltd Krost Business Furniture Centre Pty Ltd

	The Trustee for Druin No 3 Trust t/a Bowerman's Officer Furniture Winc Australia Pty Ltd
Address of successful Service Provider/Contractor	
Is there a Provision for renegotiation? (Yes or No)	No
Any related body corporation? (in respect 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). List name if applicable:	N/A
Basis of payment (ie; schedule of rates or lump sum)	Schedule of Rates
Date of contract acceptance	10 February 2021
Contract Term and any extension? (ie; 3 years + 1 x 2 year extension)	3 years + 2 x 1 year extensions
Is there any Provision for variation? (Yes or No)	No
Estimated Tendered amount including GST	Schedule of Rates
Is there a Provision for payment of operation or maintenance services? (Yes or No <u>or</u> N/A)	N/A
Tender Evaluation and Assessment Criteria (list here) Example: <ul style="list-style-type: none"> • Proven Capacity to perform and complete the Contract based on past performance including capacity to meet current commitments • Methodology and Schedule • Level of compliance with the proposed Contract • Work Health & Safety • Qualifications and experience of Key Personnel • Qualifications and experience of Key Subcontractors • Value represented by each Tender taking into consideration: <ul style="list-style-type: none"> ○ Tender price: and ○ Overall assessment of other criteria • Other as follows: 	<p>Capability & Capacity</p> <p>Competency & Relevant Experience</p> <p>Service Standards</p> <p>Environmental Management</p> <p>Sustainability</p> <p>Social Responsibility</p>
Any Additional Information?	N/A



Class of Contract (e.g. 1, 2 or 3)	Class 1
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