

WODONGA CITY COUNCIL

Tender No. W4915-26



CONSTRUCTION OF WODONGA CREEK ACTIVATION PROJECT

CONTENTS

Tender Conditions – Short Form	Page 2
Tender Schedules	Page 11
Specification	Page 27
General Conditions of Contract	Attached
Special Conditions of Contract	Attached

LODGEMENT OF TENDERS

Tenders must be lodged in the Electronic Tender Box located on the City of Wodonga Website – www.wodonga.vic.gov.au Applicants should allow sufficient time prior to the closing date and time to upload their submission. Late tenders & tenders sent by post, facsimile or email will not be considered.

Tenderers must complete the questionnaire contained in Schedule 3 and submit it as part of their tender response; and supply any information or documents specified at the conclusion of the questionnaire.

Please attach all price related documents with the pricing schedule (Schedule 2) as a separate file when submitting your tender response.

Tenders will only be received if lodged before, **noon, Tuesday June 23, 2026**. Tenders received after the closing time and tenders sent by facsimile will not be considered.

Tender Enquiries:	Joe Duncan (02) 6022 9300	Procurement Team
Specification Enquiries:	James Donaldson 0481 456 262	Project Delivery Team

WODONGA CITY COUNCIL

Tender No. W4915-26



CONSTRUCTION OF WODONGA CREEK ACTIVATION PROJECT

TENDER CONDITIONS – SHORT FORM

Table of Contents

1.	INTRODUCTION	4
1.1	Interpretation	4
1.2	Definitions	4
2.	NATURE OF CONTRACT	4
2.1	Services To Be Performed	4
2.2	Location Of Services.....	4
2.3	Tenderer To Make Enquiries	4
2.4	Contact Staff	5
3.	TENDERS	5
3.1	Form of Tender.....	5
3.2	Lodgement of Tenders	5
3.3	Time for Lodging Tenders	5
3.4	Late Tenders	5
3.5	Council not Bound to Accept Tender	5
3.6	Non-Conforming Tenders	5
3.7	Withdrawal of Tenders.....	5
3.8	Tenders from Council Staff.....	6
3.9	No Collateral Contract or Liability	6
4.	INFORMATION	6
4.1	Addenda	6
4.2	Questionnaire.....	6
4.3	Additional Documentation and Information.....	7
5.	EVALUATION OF TENDERS	7
5.1	Evaluation Criteria	7
5.2	Post-Tender Submissions	7
5.3	Rectification of Errors and Omissions.....	7
5.4	Post-Tender Negotiations	7
6.	ACCEPTANCE OF TENDER	8
6.1	Acceptance of Tender	8
7.	PROBITY OF TENDER PROCESS	8
7.1	Statutory Declaration	8
7.2	Canvassing	8
7.3	Disclosure of Tender Information	8
8.	WODONGA INDUSTRY PARTICIPATION MONITORING TABLE	8
8.1	Wodonga Industry Participation Monitoring Table	8
9.	MANDATORY RESPONSES	9
9.1	Environmental Sustainability	9
9.2	Benefits to the Local Region	9
9.3	Occupational Health and Safety	9
	Schedule 1	10
	Schedule 2	12
	Schedule 3	15
	Schedule 4	23

Schedule 5	24
Schedule 6	25

1. INTRODUCTION

1.1 Interpretation

Terms defined in the Services General Conditions - Short Form annexed to these Tender Conditions have the same meaning in these Tender Conditions, unless inconsistent with the context.

1.2 Definitions

In these Tender Conditions, the following terms have the meanings indicated, unless inconsistent with the context:

Closing Time for Tenders has the meaning ascribed to it by sub-clause 3.3;

Conforming Tender means a tender which is not a Non-Conforming Tender;

the Electronic Tender Box has the meaning ascribed to it by sub-clause 3.2.

Non-Conforming Tender means a tender which:

- (a) does not comply with any requirement specified in these Tender Conditions - Short Form; or
- (b) contains any qualification, condition or other indication that the tenderer is not willing to perform the Contract in strict accordance with the Contract Documents;

Schedule means a schedule to these Tender Conditions - Short Form; and

2. NATURE OF CONTRACT

2.1 Services To Be Performed

The Services are described in general terms in Schedule 1. Tenderers should, however, ensure that they read the Contract Documents fully to ascertain the Services to be performed and the terms on which the Services are to be performed, as the Contract will be evidenced solely by the Contract Documents.

2.2 Location Of Services

The Services are to be performed at the location stated in Schedule 1.

2.3 Tenderer To Make Enquiries

Tenderers are advised and expected to ascertain for themselves the actual extent and nature of the Services, as the Council will not entertain any claim arising from a failure to do so.

Council expects each tenderer to make its own enquiries, seek its own advice and form its own opinion as to the application of the *Fair Work Act 2009* (Cth) to

the tender, and in particular as to whether the Contract may give rise to a transfer of business.

2.4 Contact Staff

All enquiries regarding the tender process or the Contract must be directed to the member or members of the Council's staff specified in Schedule 1.

3. TENDERS

3.1 Form of Tender

The completed Schedules and any information submitted for the purposes of the Schedules will constitute a tender.

3.2 Lodgement of Tenders

Tenders must be lodged by electronic mail into the electronic tender box specified in Schedule 1 (**the Electronic Tender Box.**)

The Wodonga City Council operates a two envelope system for the opening and evaluation of tenders. The goal of this is to separate the tender pricing from all other tender documents. As such, tenderers are required to;

Step 1: Schedule 2 – Form of Tender page(s) and all related pricing, proposed payment schedules and costing information is to be generated on a separate file for lodging electronically.

Step 2: Schedules 3, 4, 5 and 6 and all other non-pricing tender information and related materials are to be generated in a separate file for lodging electronically.

3.3 Time for Lodging Tenders

Tenders will be received in the Tender Box only until the time and date stated in Schedule 1 (**Closing Time for Tenders**). Tenderers will be unable to upload tenders into the Electronic Tender Box after the Closing Time for Tenders.

3.4 Late Tenders

The Council will not consider late tenders.

3.5 Council not Bound to Accept Tender

The Council is not bound to accept the lowest or any tender.

3.6 Non-Conforming Tenders

The Council reserves the right to accept or reject any Non-Conforming Tender.

3.7 Withdrawal of Tenders

Tenders may not be withdrawn within 60 days after Closing Time for Tenders without the consent of the Council.

3.8 Tenders from Council Staff

Staff of the Council may submit a tender for the Contract.

3.9 No Collateral Contract or Liability

The submission of a tender by a tenderer will not give rise to any contract governing, or in any way concerning, the tender process, or any aspect of the tender process, for the Contract. The Council expressly disclaims any intention to enter into any such contract.

Except for such conditions or warranties as are implied by the *Competition and Consumer Act 2010* (Cth) or the laws of Victoria, no warranty is given and no representation is made by the Council in relation to the:

- 3.9.1 accuracy or reliability of any document provided or issued by the Council in connection with the tender (including any tender document); or
- 3.9.2 conduct of the tender process or selection of any successful tenderer.

Except for any liability arising from any breach of any such condition or warranty which cannot be excluded, the Council expressly disclaims any liability (including liability in negligence) to any tenderer or other person for:

- 3.9.3 any liability or losses or damage arising out of or in connection with the provision or issue of any document (including a tender document) provided or issued by the Council in connection with the tender; or
- 3.9.4 the conduct of the tender or selection of any successful tenderer.

4. INFORMATION

4.1 Addenda

The Council may issue Addenda to the tender documents.

Tenderers must refer to each Addendum in their tender by completing Schedule 5.

4.2 Questionnaire

Tenderers must:

- 4.2.1 complete the questionnaire contained in Schedule 3 and submit it as part of their tenders; and
- 4.2.2 supply any information or documents specified at the conclusion of the questionnaire.

While the information and documents will be used in the evaluation of tenders, they will not form part of the Contract.

4.3 Additional Documentation and Information

Tenderers are required to submit the documents or information specified in Schedule 1 as part of their tenders. On acceptance by the Council, the documents or information will form part of the Contract.

5. EVALUATION OF TENDERS

5.1 Evaluation Criteria

The tender evaluation panel will evaluate tenders in accordance with evaluation criteria listed (in order of importance) in Schedule 1.

The Council will have regard to the report prepared by the tender evaluation panel and any other factors which it considers relevant. It will decide whether to accept any (and, if so, what) tender(s).

5.2 Post-Tender Submissions

The Council may require a tenderer to submit additional information concerning its tender or to personally discuss its tender before any tender is accepted.

Should a tenderer fail to:

5.2.1 submit the additional information so required by; or

5.2.2 attend personally to discuss its tender at -

The date and time stipulated by the Council, its tender may not be further considered.

5.3 Rectification of Errors and Omissions

The Council reserves the right to:

5.3.1 check tenders for errors and omissions;

5.3.2 by agreement with a tenderer, amend a tender price or rate submitted by a tenderer to remedy the effect of any errors or omissions in the calculation of the tender price or rate; and

5.3.3 by agreement with a tenderer, otherwise amend the tender of the tenderer to remedy the effect of any errors or omissions.

5.4 Post-Tender Negotiations

The Council reserves the right to designate a tenderer as the preferred tenderer, and negotiate with such tenderer.

6. ACCEPTANCE OF TENDER

6.1 Acceptance of Tender

The successful tenderer will be notified in writing of the acceptance of its tender. The notification of the acceptance of tender will create a contract between the parties on the basis of the successful tenderer's tender and the Contract Documents. The successful tenderer must execute and return to the Council a formal agreement in the form of the Contract Documents, as amended by the insertion of any details which tenderers are required to include in tenders (including any documents or information provided to the Council for the purposes of sub-clause 4.3) within 7 days of its receipt from the Council.

7. PROBITY OF TENDER PROCESS

7.1 Statutory Declaration

A statutory declaration in the form of Schedule 6 must be made by a person authorised to make such a declaration on behalf of the tenderer and submitted with its tender.

7.2 Canvassing

Tenderers must not approach, or request any other person to approach:

7.2.1 any member of the Council's staff; or

7.2.2 Councillor of the Council

individually:

7.2.3 to solicit support for their tenders; or

7.2.4 otherwise seek to influence the outcome of the tender process.

The tender of any tenderer which engages in conduct prohibited under this sub-clause 7.2 may not be considered by the Council.

7.3 Disclosure of Tender Information

Until tenders are evaluated and the tender evaluation panel's report is presented to the Council, the Council will use its best endeavours to maintain the confidentiality of each tender.

Following award of the Contract, unsuccessful tenderers will be notified of the name (and, if appropriate, tender price) of the successful tenderer(s). No other information concerning the successful tender will necessarily be provided.

8. WODONGA INDUSTRY PARTICIPATION MONITORING TABLE

8.1 Wodonga Industry Participation Monitoring Table

In addition to the Benefit to the Local Region requirements, all tenderers are required to report on value added activity, employment, skills and technology

transfer committed and any apprentices/ trainees and social enterprises that will be utilised in the project process.

9. MANDATORY RESPONSES

9.1 Environmental Sustainability

When evaluating offers, consideration is given to the impact that the goods and or services has on the environment. Also, purchases are based on the principle of Value for Money and should therefore consider the total cost of ownership or whole of life costs (acquisition, operation, maintenance, use & disposal) of the product and/or service. The Council will consider the following environmental sustainability criteria: reduce, reuse and recycle.

Accurate responses to those questions posed in Schedule 3 are mandatory and will constitute a minimum of 10% of the qualitative evaluation

9.2 Benefits to the Local Region

The implementation of Social Procurement is empowering Councils to realise they can use their buying power to generate positive social outcomes for their communities, on top of getting the best value for goods and services.

As a result Wodonga City Council is expecting potential suppliers to show how they can help promote the economic and social well-being of the community. This expectation will vary between Councils and often depends on the type of contract being tendered.

Examples of Social Procurement are as follows:

- 9.2.1 Employing local workers;
- 9.2.2 Employing economically disadvantaged and socially marginalised constituents;
- 9.2.3 Using local sub – contractors;
- 9.2.4 Sponsoring or supporting community groups or sporting teams; and
- 9.2.5 Using local suppliers or materials.

Accurate responses to those questions posed in Schedule 3 are mandatory and will constitute a minimum of 10% of the qualitative evaluation.

9.3 Occupational Health and Safety

A Company/ Contractor must complete the questions in Schedule 3 regarding occupational health and safety as they are mandatory and will constitute a minimum of 10% of the qualitative evaluation.

It is a requirement for Contractors to demonstrate competence and commitment to OH&S in accordance with the Council's OH&S Policy and Contract Specifications. The successful tenderer must either be OH&S pre-qualified under the Council's Contractor Management System or must provide documentary evidence against each of the criteria shown, prior to being awarded the contract.

Schedule 1

The Services To Be Provided Under The Contract Are (sub-clause 2.1):

Construction of the Wodonga Creek Activation Project as per design documentation provided. Including acquiring necessary works permits, supply and installation of play equipment documented and construction of all roads and shared paths.

The location at which the Services are to be provided under the Contract is (sub-clause 2.2):

Along Wodonga Creek inclusive of Dick Street, Stock Route North and South, and adjacent to the Lincoln Causeway and Diamond Park, Gateway Island. Located in Wodonga Victoria.

The member or members of the Council's staff is or are (sub-clause 2.4):

Tender Enquiries:	Joe Duncan (02) 6022 9300	Procurement Team
Specification Enquiries:	James Donaldson 0481 456 262	Project Delivery Team

The address of the Electronic Tender Box is (sub-clause 3.2):

Council has an Electronic Tender Box located on the City of Wodonga's website – www.wodonga.vic.gov.au

The compulsory Tender Meeting and Site Inspection is:

10.00am on Thursday, June 4, 2026, at Diamond Park, Lincoln Causeway, Wodonga.

The time and date by which tenders must be lodged are (sub-clause 3.2):

Noon on Tuesday, June 23, 2026

The documents and information to be supplied by the tenderer are (sub-clause 4.3):

As detailed in the tender document and specification.

The evaluation criteria are (sub-clause 5.1):Mandatory Criteria:

- Environmental Sustainability (Mandatory response)
- Benefits to the Local Region (Mandatory response)
- Occupational Health & Safety (Mandatory response)

Other Criteria:

In order of importance –

- Ability To Meet Timeframes
- Compliance With Specification
- Methodology

Relevant Experience

Quality

Schedule 2

Tender

The party/parties (delete whichever is not applicable) specified below hereby tender to undertake the Contract in consideration of the making of the following payments:

Payment Schedule			
1.00	Establishment & Preliminaries	\$	
2.00	Diamond Park	\$	
3.00	Stock Route North	\$	
4.00	Stock Route South & Dick Street	\$	
5.00	Provisionals & Miscellaneous	\$	
	SUB TOTAL (ex. GST)	\$	
	GST	\$	
	TOTAL (inc. GST)	\$	

Tenderers are to provide a further detailed pricing breakdown by completing the Tender Pricing Schedule provided as an attachment in Microsoft Excel format.

*The payments quoted are exclusive of any Goods & Services Tax (**GST**) which is payable. If the tenderer is successful and GST is payable because of the performance of the Services, the payments will be those quoted or otherwise agreed plus GST

Social enterprise: If you are a social enterprise or will be engaging a social enterprise as a sub-contractor, please nominate who they are and the percentage of work that will be undertaken.

Social Enterprises				
Supplier/s	Address	%	Description of works	Estimated Value of works \$

Name and address of tenderer:

The tenderer warrants that it has not submitted the tender as agent for a third party or as trustee of a trust.

DATED _____ 2026

1. If the tenderer is a company and is required to execute documents under seal, it must execute this tender under seal:

THE COMMON SEAL of)
_____ was hereunto affixed)
in accordance with its Articles of)
Association in the presence of:

_____ Director

_____ Secretary

2. If the tenderer is a company and is not required to execute documents under seal, the following execution clause must be used:

EXECUTED by)
_____ in)
accordance with section 127 of the)
Corporations Act 2001 by:

_____ Director

_____ Full Name

_____ Usual Address

_____ Director

_____ Full Name

_____ Usual Address

3. If the tenderer is a body corporate other than a company, the appropriate sealing clause should be inserted. An example follows:

EXECUTED by)
_____ by being)
signed by those persons who are)
authorised to sign for the body corporate:

_____ Office-holder

_____ Full Name
 _____ Usual Address
 _____ Office-holder
 _____ Full Name
 _____ Usual Address

4. If the Tenderer is an individual:

SIGNED SEALED AND DELIVERED by)
 _____)
 in the presence of:) _____
 _____ Witness

5. If the Tenderer is a partnership (add extra execution clauses as necessary):

SIGNED SEALED AND DELIVERED by)
 _____)
 in the presence of:) _____
 _____ Witness

SIGNED SEALED AND DELIVERED by)
 _____)
 in the presence of:) _____
 _____ Witness

Schedule 3

Tenderers are required to submit such information as is necessary to enable the Council to assess their ability to carry out the Services. This questionnaire has been prepared to assist tenderers in supplying this information.

Tender's Name (Entity): _____

Trading Name (Business name): _____

Business type (Sole trader/partnership/registered company etc.): _____

Australian Business Number (ABN): _____

Australian Company Number (ACN): _____

Business Address: _____

Contact Person: _____

Telephone No: _____

Mobile No: _____

Email: _____

1. If the tenderer is a partnership, give name and address of partners:

2. Knowledge of & Experience in the Industry - How many years' experience has the contractor had in the type of work it would be required to perform under the contract?

Experience – years: _____

3. Do you have any commitments that may affect the completion of this project?

Yes No

If yes please comment:

4. Has your organisation failed to complete a contract? If so, when, where and why (provide details)?

5. List work of a similar type that the tenderer has performed in the past.

Description of contract, value and location	For whom contract performed	Contact details	Commencement and completion dates

6. Key staff and qualifications - What is the experience of the principal staff of the contractor in the type of work it would be required to perform under this Contract?

Name and position	Location and description or work and for whom work performed	Qualifications

7. What equipment does the tenderer own at present that will be available for this Contract and what other resources does the tender propose to utilise in the completion of this Contract? (If applicable)

Number /quantity	Description of plant or classification of labour	Plant owned/hired/hire purchase?	Labour now employed or to be recruited?

8. Table of Supervisory Personnel (If applicable)

Position	Name	Years in position	Previous work supervised in position
Project Manager			

Site Engineer			
Foreman (Full time on site)			
Nominated Site Manager			
Any Other (Please List)			

9. List the details of proposed sub-contractors to be utilise in completion of the works (If applicable)

Sub-Contractor Name	Works to be performed

10. Location of depot (if applicable) the tenderer intends to use for the Contract?

11. Please provide a copy of your current Certificate of Currency for Public Liability and Workcover Insurance. _____

12. In what other type of business has the contractor a financial interest?

13. List two banks or other financial institutions from which references may be obtained.

Contact name	Financial Institution	Telephone

14. List names and telephone numbers of professional referees

Name	Position	Organisation	Telephone

15. The contractor/consultant is required to provide a program of works outlining the timing of key activities and milestones, and provide details of the methodology for this project.
16. The tenderer **must supply a Project Works Program** outlining the milestone dates for this project. The Project Works Program shall be based on a date of acceptance of tender or commencement date that will be nominated in this document. The Project Works Program will be included in the Contract as the construction program until varied in accordance with any other provision of the Contract.
17. The tenderer is also required to provide a proposed **Traffic/Pedestrian Management Strategy** with their tender submission noting the traffic and pedestrian access requirements identified in Schedule 1. This will form the basis of the Traffic Management Plan for the successful contractor when approved by council. (If applicable)
18. The tenderer should submit any additional material that it considers relevant to Council in assessing their ability to complete the contract, including (but not limited to);
 - SWMS, Safe work method statements
 - JSA, Job safety analysis

OCCUPATIONAL HEALTH & SAFETY - Mandatory Criteria

Wodonga Council utilises a contractor management system, OnLocation, to allow for OHS document management. Successful contractors will be invited to all relevant inductions which must be completed prior to commencement of the contracted project.

All contractors must complete all mandatory inductions and be registered within **OnLocation**. [MRI OnLocation | People Presence Management | Was WhosOnLocation](#)

If a contractor engages subcontractors, they must ensure all subcontractors are appropriately inducted through established mechanisms and processes. Where such mechanisms are not in place, subcontractors must be registered in OnLocation to maintain compliance. Council may request sign-in records or initiate an induction meeting at any stage of the project, particularly in response to an incident or as part of routine oversight.

You will be required to provide via the portal:

- a. A Safe Work Method Statement (SWMS) specific to this project.
- b. The information and details of all staff members working on the project.
- c. A copy of your OHS policy
- d. Information of sub-contractors if no internal system is currently in place

Additional information required for submission:

- a. Please supply a Safe Work Method Statement (SWMS) specific to this project.
- b. Who will be the on-site OHS leader for your company throughout this job?

- c. What will be your OHS audit and inspection schedule on-site throughout this job?

- d. From the information available what if any hazards have you identified as a part of this job and how will you manage these?

Do any materials in this tender contain silica? If yes, you must supply Safety Data Sheets as part of your submission.

Every Victorian business or organisation with on-site operations should keep a COVIDSafe Plan at each workplace as required by the Victoria Government.

- e. Please supply your CovidSafe Plan.

- f. Please supply a copy of your OHS policy.

- g. Do you have a system in place to register vaccination status for all employees, contractors and sub-contractors?

- h. Please indicate if your company is defined as a labour hire provider under the *Labour Hire Licensing Act 2018* (Vic). If so, please provide a copy of your current labour hire licence.

OHS Pre-Qualified Contractors:

OHS Prequalification is required for contractors who provide services to the Wodonga City Council. The successful tenderer must be OH&S pre-qualified under the Council's Contractor Management System before any works commence.

ENVIRONMENTAL SUSTAINABILITY - Mandatory Criteria

When evaluating offers, consideration needs to be given to the impact that the goods and or services has on the environment. Also, purchases are based on the principle of Value for Money and should therefore consider the total cost of ownership or whole of life costs (acquisition, operation, maintenance, use & disposal) of the product and/or service. The Council will consider the following environmental sustainability criteria: reduce, reuse and recycle.

- a) Please provide details of environmental policies and plans with evidence of their application; and or

- b) Please provide examples of practices and products that demonstrate a commitment and capacity to deliver positive environment outcomes.

BENEFIT TO THE LOCAL REGION - Mandatory Criteria

- a. Does your business have a head office, if yes where is it located and is this different from the depot/ operations office(s)?

- b. What percentage (%) of your company staff are based in the Wodonga/ Albury region and what percentage (%) of staff are based outside the region?

- c. What percentage (%) of materials, plant and equipment will be sourced or manufactured in the Wodonga/ Albury region?

- d. Does your business offer sponsorship/s to local sporting groups, youth services, community organisations or similar? If yes, please explain.

- e. Does your business offer employment and training opportunities for minority groups, disadvantaged or the long term unemployed? If yes, please explain.

- f. Is your business a social enterprise, Aboriginal and Torres Strait Islander business, minority-owned business, volunteer organisation or an employer of people with disability? If yes, please explain.

PROMOTION AND ADVANCEMENT OF GENDER EQUITY

Wodonga City Council is committed to improving and promoting gender equity within the organisation and community. We aim to ensure that everyone in the community enjoys the same opportunities, rights and respect, regardless of their gender. Social Procurement involves using procurement processes and purchasing power to generate positive social outcomes in addition to the delivery of goods, services and works. Council will seek the following information which enables mapping and analysis annually. There will be no weighting applied to this question at this time.

1. Do you have a Gender Equity Policy? Yes No
If so, please provide a copy

2. Gender composition of the workplace:

	Managers		Non-Managers	
	Female	Male	Female	Male
Permanent full-time employees				
Permanent part-time employees				
Casual employees				
Flexible working arrangements				

WODONGA INDUSTRY PARTICIPATION MONITORING TABLE

In addition to the Benefit to the Local Region requirements, all tenderers are required to report on value added activity, employment, skills and technology transfer committed and any apprentices/ trainees and social enterprises that will be utilised in the project process.

This section should provide an estimate of key inputs into the project (example below).

Locally Sourced Content			
Item	Supplier/s	%	Description
Granite	XYZ Quarry Pty Ltd Wodonga	10%	Cement
Imported Content (Not Local)			
Item	Supplier/s	%	Description
Piping	XYZ Pty Ltd, China	5%	Plumbing services
Social Enterprises			
Supplier/s	Address	%	Description
		5%	Plumbing services

Employment Creation

This section required the tenderer to provide details on any new employment opportunities that may be created as a result of being awarded the contract. Tenders are also asked to specify any apprentices and/or trainees that are anticipated to be employed as a result of being awarded the contract.

Existing Jobs		New Jobs Created		Apprentices	
Full Time	Part Time	Full Time	Part Time	Existing	New

Skills and Technology Transfer

New and innovative skills, methods or technologies can contribute significantly to the local workforce and economy. This section requests tenderers to briefly describe any new skills, methods or technologies that they plan to use in completing the project/contract.

The assessment panel does not require sensitive intellectual property details and tender documentation is treated as commercial-in-confidence.

ADDITIONAL INFORMATION

Please provide any further information regarding your submission that you believe need to be taken into consideration when your submission is evaluated

Schedule 4

Statement of Conformance

The tenderer is to document any departures from the RFT documents and must identify these in the table below. Any departures will be considered by Council and will be discussed during tender evaluation and post close clarifications.

The tenderer must signify whether its tender is a conforming tender or a non-conforming tender by striking out below that which is not applicable:

This tender is a ****Conforming Tender / Non-Conforming Tender****

Should the tender be a non-conforming tender, the tenderer must list below all areas of non-conformance and the reasons for the non-conformance. The tenderer must also value each non-conformance so that, if the non-conformance is unacceptable to the Council, the tender prices or rates can be adjusted accordingly. If a non-conformance is not priced and is unacceptable to the Council, the tender may not be further considered.

Council is not obliged to consider or accept any departures to the draft Conditions of Contract raised by a tenderer post lodging a tender.

Relevant schedule or clause	Nature of departure or reasons for non-conformance	Proposed changes, amendments or alternative wording for consideration	Value of non-conformance (\$)

NAME OF TENDERER: _____

SIGNATURE OF TENDERER: _____ **DATE:** _____
(or authorised representative)

Schedule 6

Statutory Declaration

I, _____ do solemnly and sincerely declare that:

Definitions

1. In this Statutory Declaration:

Bidders means any tenderers for the Contract and includes the Tenderer;

the Contract means the contract that the Tender Conditions to which this Statutory Declaration is a schedule pertains;

Industry Association means any organisation of which Bidders are members;

the Tenderer means [insert name of company, other body corporate, firm, or individual]

_____ ; and

Tender Price means the amount indicated by a Bidder as the lowest amount for which that Bidder is prepared to perform the Contract.

*Introduction

2. I am the Tenderer and make this declaration on my own behalf.

*Introduction

2.1 I hold the position of _____ [insert Managing Director or other title] of the Tenderer and am duly authorised by the Tenderer to make this declaration on its behalf.

2.2 I make this declaration on behalf of the Tenderer and on behalf of myself.

[*Delete alternative which is not applicable]

No knowledge of Tender Prices

3. Prior to the Tenderer submitting its tender for the Contract, neither the Tenderer, nor any of its employees or agents, had knowledge of the Tender Price, or proposed Tender Price, of any other Bidder who submitted, or of any person, company, other body corporate or firm that proposed to submit, a tender for the Contract.

Disclosure of Tender Price

4. Prior to the close of tenders for the Contract, neither the Tenderer, nor any of its employees or agents, disclosed the Tenderer's Tender Price to:
 - 4.1 any other Bidder who submitted a tender for the Contract;
 - 4.2 any person, company, other body corporate or firm proposing to submit a tender for the Contract; or
 - 4.3 any person or organisation connected or associated with a Bidder, person, company, other body corporate or firm of a kind referred to in clauses 4.1 or 4.3.

Provision of Information

5. Neither the Tenderer, nor any of its employees or agents, has provided information, except for a published catalogue or price list normally made available to customers of the Tenderer, to:
 - 5.1 any other Bidder who has submitted a tender for the Contract;
 - 5.2 any person, company, other body corporate or firm proposing to submit a tender for the Contract; or
 - 5.3 any other person, company, other body corporate or firm for the purpose of assisting in the preparation of a tender for the Contract.

Genuine Competition

6. The Tenderer is genuinely competing for the Contract.

Industry Association Agreements

7. Neither the Tenderer, nor any of its employees or agents, has entered into any contract, agreement, arrangement or understanding, other than as disclosed to the Council in the Tenderer's tender, that the successful Bidder for the Contract will pay any money to, or provide any other benefit or other financial advantage to, an Industry Association in respect of the Contract.

Unsuccessful Tenderers' Fees

8. Neither the Tenderer, nor any of its employees or agents, has entered into any contract, agreement, arrangement or understanding that the successful Bidder for the Contract will pay any money to, or provide any other benefit or other financial advantage to, any other Bidder who or which unsuccessfully tendered for the Contract.

Qualifications to Tenders

9. Neither the Tenderer, nor any of its employees or agents, has entered into any contract, agreement, arrangement or understanding that Bidders for the Contract would include an identical or similar condition or qualification in their tenders for the Contract.

Conflict of Interest

10. The Tenderer represents that it has not placed itself in a position that may give rise to any Conflict in connection with the RFT and Tender. Alternatively, the Tenderer must:

- (i) disclose any Conflict in its Tender;
- (ii) notify the Council if any Conflict arises after lodgement of its Tender; and
- (iii) indicate the strategy it has in place to manage the Conflict.

The Council may disqualify a Tenderer from the tendering process if the Tenderer fails to notify the Council of any Conflict or if the Council is not satisfied with the strategy the Tenderer has in place to manage the Conflict.

I acknowledge that this declaration is true and correct and I make it in the belief that a person making a false declaration is liable to the penalties of perjury.

DECLARED at _____ in the)
State of Victoria on _____ 20)

Before Me:

Signature: _____

Full Name: _____

Address: _____

Qualifications: _____

[insert details of basis on which entitled to witness a Statutory Declaration under section 107A(1) of the *Evidence (Miscellaneous Provisions) Act* 1958.]

TABLE OF CONTENTS FOR ATTACHMENTS

Title	Author	Page	Revision	Date
SPECIFICATIONS				
Technical Specification	Woodward Civil	17	A	April 2026
Landscape Construction Specification	Yonder Landscape Architects	42	-	18 May 2026
Aquatic Risk Assessment	Life Saving Victoria	89	-	Jan 2026
Aquatic Signage Assessment	Life Saving Victoria	40	-	Jan 2026
Review of Plans Report	KidSafe NSW	14	A	Feb 2026
DRAWINGS & DOCUMENTATION				
Master Civil Plan Set	Woodward Civil	3	B	May 2026
Dick Street Underpass & Stock Route Reserve North Set	Woodward Civil	20	B	May 2026
Stock Route Reserve North Set	Woodward Civil	15	B	May 2026
Diamond Park	Woodward Civil	25	B	May 2026
Park Concrete Typical Sections Set	Woodward Civil	1	B	May 2026
Stock Route North & South Set	Yonder Landscape Architects	4	C	May 2026
Playground	Yonder Landscape Architects	6	C	May 2026
Diamond Park	Yonder Landscape Architects	4	C	May 2026
Landscape Details	Yonder Landscape Architects	3	C	May 2026
Landscape Appendix 1 – Possum Hangout Modifications	Lypa Play equipment	2	-	May 2026
Arborists Impact Assessment and Tree Protection Specification	High Country Arborist Reports	30	2.0	31 Oct 2025
Cultural Heritage Management Plan	Red Gum Environmental Consulting	95	2	21 Sept 2025
Native Vegetation Report: Detailed Assessment	Red Gum Environmental Consulting	195	2	21 Sept 2025
Construction Environmental Management Plan	Woodward Civil	5	A	May 2026
Retaining Wall	SJE Consulting Engineers	2	A	May 2026
Boardwalk Design	Treadwell	2	-	May 2026
TENDER PRICING SCHEDULE				

Cover Page	Wodonga City Council	1		May 2026
Establishment & Preliminaries	Wodonga City Council	1		May 2026
Diamond Park	Wodonga City Council	1		May 2026
Stock Route North	Wodonga City Council	1		May 2026
Stock Route South & Dick St	Wodonga City Council	1		May 2026
Provisional & Miscellaneous	Wodonga City Council	1		May 2026

WODONGA CITY COUNCIL

Tender No. W4915-26



Construction of Wodonga Creek Activation Project

Specifications

WODONGA CITY COUNCIL

Tender No. W4915-26



Drawings & Documentation

WODONGA CITY COUNCIL

Tender No. W4915-26



Tender Pricing Schedule

WODONGA CITY COUNCIL

Tender No. W4915-26



Construction Contract

Amended AS2124
