



Department of Planning and Environment

PART E

EVALUATION CRITERIA

Expression of Interest (EOI)

for the

Services Contract at Penrose Park Recreation Reserve

General Information for Tenderers

The Evaluation Criteria is provided for guidance and will be used in the assessment of Tenders.

	Category	Criteria	Assessment Factors	Weight (%)
1	Management fee offer	Proposed fee to provide management services.	<ul style="list-style-type: none"> The value of the monthly contractual fee to provide management services 	50%
2	Management experience and capacity	<p>Proposed maintenance and delivery of camping/recreation facilities, including ancillary uses (if applicable), for the benefit of park users, visitors and the community generally.</p> <p>Proven experience of the Tenderer in managing and operating a camping/recreation facility or similar.</p>	<ul style="list-style-type: none"> Evidence of the Tenderer's experience and capacity to satisfy management and service obligations under the contract. Relevant experience in managing and operating a camping/recreation facility or similar. Provision of camping and recreation facilities for the benefit of park users, visitors and the community generally, including to as many people of all standards of play as possible. Provision of ancillary uses consistent with the Reserve's purpose of 'Public Recreation'. Information on previous business experience and capacity, including number of years in business and staff employed (if applicable). Details of at least two referees who can provide references with regard to the Tenderer's previous business experience and capacity. 	25%
2	Financial experience and capacity	Financial experience of the proposal and financial capacity of the Tenderer to manage the site and operate the business, generating income.	<ul style="list-style-type: none"> Evidence of the Tenderer's experience and capacity to satisfy financial obligations under the contract. 	10%
4	Tenderer's screening	Human resource capacity including qualifications, skills, experience and proposed extent of involvement of Tenderer's key personnel.	<ul style="list-style-type: none"> Evidence of business qualifications. Evidence of Insurances Working With Children Check. Police Check Current ABN 	15%
	TOTAL			100%