



Australian Government

Department of Education, Employment and Workplace Relations

National Green Jobs Corps 2010-11

Request for Tender



Information sessions
September 2009

Presentation overview

- Probity principles & disclaimer
- Statement of requirements
- Conditions of tender
- Key dates
- Contact details



Probity principles

- Promote open and fair competition
- Same information available to all
- Integrity in evaluation and selection processes
 - Objective and consistent assessment of all tenders
 - Conflicts of interest are addressed
 - Defensible processes and outcomes
- Security of confidential information



Disclaimer

Notwithstanding the information in the Request for Tender for the National Green Jobs Corps 2010 – 2011, tenderers must make their own independent assessments and investigations about the subject matter of the tender and seek advice of business advisers if necessary.

The Australian Government, its employees, consultants and contractors do not have any liability arising from the information, the tender process or any activity associated with them.

The Request for Tender information sessions are conducted for the purposes of providing background information only. Potential tenderers are not to rely on a statement made at the information sessions as varying or adding to the Request for Tender unless DEEWR later confirms a variation or addendum through the AusTender website.



National Green Jobs Corps

- What services are required?



National Green Jobs Corps Services

Providing Australians aged 17 to 24 years with:

- Structured training and work experience
- Connections within the community
- Personal Development
- Skills in green and climate change related industries.



Participant eligibility

- Job seekers aged 17 to 24 years and receiving:
 - Youth Allowance (other)
 - Newstart Allowance
 - Parenting Payment
- Some young people aged 17 to 20 years who are not in receipt of income support payments.



Participant referrals

Participants may only be referred by:

- Centrelink
- a Job Services Australia provider, or
- a Disability Employment Services provider



Program promotion

- Providers will be able to directly market the program
- Where participants directly contact a provider, the provider will refer them to Centrelink, Job Services Australia or their Disability Employment Services provider for appropriate connection to National Green Jobs Corps.
- This ensures that Employment Pathway Plans are updated and income support issues are resolved



Placements

A Placement in the National Green Jobs Corps means a placement of a Participant:

- In one or more Places,
- For 26 weeks
- For a specified number of hours per week, depending on the capacity of the Participant, and
- Includes a minimum of 130 hours of Accredited Training
- At least 30 per cent of places must be made available in non-metropolitan areas.



Income Support

- Participants will continue to receive their current income support payments
- A Training Supplement of \$41.60 per fortnight will also be available for eligible participants
- Participants not eligible for income support will not receive a payment



Project Hosts

The National Green Jobs Corps will be delivered by:

- Providers working in partnership with local communities and groups, and
- Representatives from the environment and climate change sector, local, state and Australian government organisations and agencies.



Nature of Projects

National Green Jobs Corps Projects will be required to fall under at least one of the following categories:

- Natural environment
- Conservation
- Water
- Community
- Climate change, and
- Cultural and environmental heritage



Projects may include:

- Bush regeneration and planting native trees
- Erosion control
- Beach and dune rehabilitation
- Wildlife and fish habitat protection
- Walking and nature track construction or restoration
- Training and hands-on experience in the installation of energy efficiencies (such as insulation for buildings) designed to reduce carbon emissions
- Activities to care for the natural environment and cultural heritage.



Training to be provided

- Participants will receive a minimum of 130 hours of environmentally focused accredited training.
- It is expected that Participants will receive Certificate II level training so that they complete the National Green Jobs Corps with a Year 12 or equivalent qualification.
- Where it is appropriate for the Participant, Certificate I level training could be offered as a pathway to Certificate II or equivalent qualification.



Payments structure and amounts

| Payment | Amount | % | Available |
|-----------------------|--------|-----|---|
| Establishment Payment | \$4950 | 60 | Claimable upon the establishment of a Place which occurs at the start of the first Participant in the Place. |
| Interim Payment | \$1650 | 20 | Claimable for each Place that is occupied by a Participant at 13 weeks after establishment of the Place. |
| Completion Payment | \$1650 | 20 | Claimable for each Place that is occupied by a Participant at 23 weeks after establishment of the Place. Also available for places occupied by a Participant who has made and Effective Exit after 13 weeks in the program. |
| Total | \$8250 | 100 | |



Replacement of Participants

- Providers will be paid a \$275 Replacement Payment when they replace a participant who has exited
- Providers will only be able to claim up to two Replacement Payments for each established Place.
- If a provider does not replace a participant they will not be eligible for any remaining Place Payments (i.e. Interim or Completion)



Number of Places Available Nationally

| Payment Period | Available Places |
|------------------------------------|------------------|
| 1 January 2010 to 30 June 2010 | 2500 |
| 1 July 2010 to 31 December 2010 | 2500 |
| 1 January 2011 to 30 June 2011 | 2500 |
| 1 July 2011 to 31 December 2011 | 2500 |



National Green Jobs Corps 2010-2011

Purchasing Arrangements



Purchasing Arrangements

- Purchasing process
- Purchasing principles
 - Value for money



Request for Tender

- User friendly
- Alert icon



Use of AusTender

- AusTender:
tenders.gov.au
- Variations to the RFT (Addenda)
only through AusTender
- Help desk and training support



Eligibility to Tender

- Individuals, organisations or groups are invited to tender
- Mix of providers
- Tendering arrangements



Tender Lodgement

- Electronic lodgement
- Only with AusTender
- eResponse
- Allow sufficient time to resolve any problems



Late Tenders

- Late tenders will not be accepted unless, due solely to mishandling by DEEWR
- DEEWR's decision on late tenders is final



Financial viability and other checks

- Security, probity and financial investigations may be undertaken by DEEWR
- Financial viability checks of tendering organisations



Contracting with DEEWR

- The Funding Agreement
- No guarantee of business
- ABN required
- Indigenous Employment Strategy
- Execution of Funding Agreement



Requirements of tendering

Tenderers:

- **MUST** have lodged their **complete** tender with AusTender by the Tender Closing Time and date.
- should ensure that their Tenderers are in English
- should have a current and valid ABN
- should use Australian legal units of measurement, and
- should read and follow the instructions at Appendix E.



Labour Market Information

- Seven Bidding Regions
- Labour market data is available at workplace.gov.au/lmip.



Bidding for Business

National Green Jobs Corps

- Business Allocation
- Business levels
- Bid Ranges
- Number of Providers
- Coverage and Conditionality



Example of bidding for business

| Bidding Region: Victoria | Tenderer's Bid Range | Proportion of total business allocated to each successful Tenderer |
|-------------------------------------|-----------------------------|---|
| Tenderer A | 10 to 50% | 50% |
| Tenderer B | 5 to 40% | 30% |
| Tenderer C | 15 to 30% | 20% |
| Total Victorian business | | 100% |



Tender attachments

- General attachments
- Referee reports



Selection Criteria

- Tenderers must address the selection criteria for each Bidding Region in which they are bidding
- eResponse – number of characters used



National Green Jobs Corps – selection criteria

- Criterion 1 – Past performance (Bidding Region Level)
- Criterion 2 – Local strategies (LMR Level)
- Criterion 3 – Management, governance and infrastructure (organisational level)



Tender Evaluation

- Value for money
- DEEWR process
- Advice on outcomes
- Debriefings



Evaluation Process

- Evaluation stages
- Past performance
- Referee reports
- Capacity to deliver
- Capacity to contract



Key Dates

- 18 Sept 09 Release of Request for Tender
- 9 Oct 09 Questions close
- 16 Oct 09 Request for Tender closes
- End Nov 09 Announcement & Funding Agreements despatched
- 1 Jan 2010 Services commence



Contact Details

- Questions by COB 9 October 09
- Email: espurchasing@deewr.gov.au
- Post: Locked Bag 8756, Canberra ACT 2601
- Hotline: 1300 733 514
- workplace.gov.au/espurchasing

