

Tasmanian Industry Participation Plan (template/guide)

The Tasmanian Government is committed to maximising opportunities for local SME¹ businesses to compete for and win Government procurements. Suppliers/proponents are requested to prepare a Tasmanian Industry Participation Plan:

- For all procurements with a value exceeding \$5 million;
- For nominated procurements (at the discretion of the procuring Government entity) greater than \$2 million and up to \$5 million; and
- For private sector projects valued at over \$5 million that receive support, including in-kind support, valued at or greater than \$500 000 from the Government.

This Plan is your opportunity to demonstrate how your submission will positively impact on the local industry/economy. You do not need to answer all of the questions below and your submission may not necessarily be limited to these issues (which are provided as prompts). You will need to ensure you can verify the information you submit and where possible should provide actual numbers of staff (full-time equivalent)/values of goods and/or services.

For procurements, the Tasmanian Industry Participation Plan is an essential part of your submission and will be used by the procuring entity to evaluate your submission. In these circumstances, the Plan will contribute a minimum of 10% of the procurement evaluation. Suppliers that fail to submit a Plan will receive a zero score in relation to this criterion.

This template was specifically developed for procurement. Where a Tasmanian Industry Participation Plan is required for a private sector project, the template should be adapted to suit the specific circumstances of the project.

Procurement details

Procurement Reference No.	DHHS-5714S
Procurement title	Office consumables
Name of Responsible Agency/Entity	Department of the Health and Human Services. Procurement Advisory Services

¹ Local SME are Australian and New Zealand businesses employing less than 200 people.

Supplier details

Name of supplier	
Contact details for supplier	Imaging Technology (Australia) Pty Ltd 1800 077 347

Local SME industry impact

What is the direct local impact of your business?

Examples: Are you a local SME (how many people do you employ, where is your business located, what is the ownership)? How many people do you employ in Tasmania? Would any new SME jobs be created by the proposed contract - how many?

Currently no local staff are employed in Tasmania. However, Should we be successful in the tender submission we will be opening a new office location in Hobart. This will result in creation of two new local full time local jobs.

Goods and services to be utilised in the contract

Identify the goods and/or services you expect to purchase in order to complete the contract and provide the requested information in relation to same, where known.

Identified goods or services	Total estimated value	Name of supplier anticipated to be used (if already determined through existing supply chain arrangements)	Location of supplier (where already determined through existing supply chain arrangements)	If supplier not yet determined, is there a local SME market for same? (Yes/No)
<i>Staff Costs (3 staff)</i>	\$540000	Imaging Technology (Australia) Pty Ltd	Hobart 7000	Yes
<i>Office Expenses (Power/ Phone/ Internet/ water/ cleaning/ stationary /security)</i>	\$76000	Various Local Suppliers	Hobart and Surrounds	Yes

waste removal /maintenance				
Freight Carriers	\$27000	Fastway Courier (Local Franchise owners)	Moonah 7009, Ulverstone 7315, Launceston 7250	Yes
Freight Carriers	\$27000	Toll Ipec	Moonah 7009, Launceston 7250, East Devonport 7310	Yes (Fastway)
Freight Carriers	\$27000	Startrack	Hobart 7000, Launceston 7260	Yes (Fastway)
Freight Carriers	\$27000	TNT Express	Montrose 7010	Yes (Fastway)
Office Lease	\$54000	Knight Frank	Hobart 7000	Yes

Opportunity for local SME involvement

Will you source components of your offer from other local SME companies/sub-contractors or is there new work to be undertaken locally as a result of you fulfilling the contract or workers travelling to the local area to undertake the work? How much?

As detailed in the following pages, the proposed Account Manager for the contract is looking to return home to Tasmania we will be establishing new office space and staff. We also have further plans to hire a service technician in the Launceston region to assist with all matters in the area, this would result in a second Tasmanian branch being opened and further job opportunities in that region. This will have a positive impact on the local economy with us utilising the local trades services, courier services and other for all our office requirements. There will be an approximate contribution of \$778000 over the initial 3 year period of the contract.

Detail how you intend to identify and engage with sub-contractors and/or other SMEs in relation to the delivery of the contract including your supply chain ie use of existing supply chains, advertising of sub-contracting or supply opportunities, liaison with industry groups, etc.

We already have arrangements in place with sub-contractors for the required services to fulfil the contract. But would identify and engage with subcontractors and or other SME's should we need to reassess or add services to the arrangement. This would be done by a liaising with industry groups where appropriate or making direct contact following research being conducted.

Detail the process that you are to undertake to ensure that local SMEs are not to be disadvantaged where competing with other suppliers in the provision of goods or services to be used as part of this contract (ie unpacking of procurements into smaller components so that local SMEs can compete more effectively etc).

As an SME ourselves we are very aware to offer opportunities to other SMEs and include them in all assessment opportunities.

Broader economic opportunities

Are there any other impacts that your business and/or this specific supply will provide to the local/regional economy?

Examples: Your supply may lead to: new skills being developed locally; trainees/apprentices being appointed; cross transfer skills to a local SME partner/sub-contractor; your company (if you are not a local SME) setting up an office/employing local staff; scale for you to take your products/services interstate/overseas; local community sponsorship etc.

Should we be successful in the tender submission we will be opening a new office location in Hobart. This will result in creation of two new local full time local jobs. This will be Managed by your proposed contract Account Manager who will be returning home to Tasmania to open a new office in Hobart and have two customer service staff to assist in all enquiries. We are also intending to then add another permanent staff member in

Launceston, most likely a Service Technician who will also be able to assist in delivery of the contract.

We are committed to these plans as we have other clients and opportunities in the region but need the contract as a base to be able to move forward with the plans. We understand that they would form part of the contract and will be monitored. Subsequently we are pleased to give you an undertaking that should we be successful in the tender that we will implement the plan.

Note: *Where determined appropriate by the procuring entity, the supplier's obligations under this Plan are to be captured in the contract and monitored as part of the contract performance.*

Completed and endorsed (Supplier)

Stephen Milburn - Director
(Name and position – print)

A handwritten signature in black ink, appearing to be 'S Milburn', written over a horizontal line.

(Signature)

21/12/2016
(Date)