Tasmanian Industry Participation Plan (template/guide)

The Tasmanian Government is committed to maximising opportunities for local SME\(^1\) 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**

<table>
<thead>
<tr>
<th>Procurement Reference No.</th>
<th>DHHS-57785</th>
</tr>
</thead>
<tbody>
<tr>
<td>Procurement title</td>
<td>Supply of Corporate Uniforms Contract – Nursing and Ambulance</td>
</tr>
<tr>
<td>Name of Responsible Agency/Entity</td>
<td>Department of Health and Human Services and Tasmanian Health Service</td>
</tr>
</tbody>
</table>

\(^1\) Local SME are Australian and New Zealand businesses employing less than 200 people.
Supplier details

<table>
<thead>
<tr>
<th>Name of supplier</th>
<th>Workwear Group Pty Ltd.</th>
</tr>
</thead>
</table>
| Contact details for supplier | Jacquie Tilbury  
Bid Manager  
Level 1, 187 Todd Road,  
Port Melbourne, VIC 3207  
PH: 03 9621 7336  
E: jacquetilbury@workweargroup.com.au |

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?

Workwear Group recognises that although scale and financial stability is required to successfully deliver the scope of services to the Department, it also acknowledges the opportunity that exists to engage throughout the supply chain with Small and Medium Enterprises and recognises the value that this engagement brings to all parties.

Wesfarmers is the largest employer in Australia and has an important impact in Australia and New Zealand in supporting local industry and employment, along with philanthropic and community involvement. As a Wesfarmers business Workwear Group has over 400 staff across Australia and New Zealand within Account Management, Finance, Customer Service, HR, IT, Design and Product Development, Sales and Supply Chain.

Workwear Group employ 26 staff in Tasmania, supporting our Tasmanian customers. Two retail locations are located in Hobart and Launceston and employ a team of account managers, account coordinators and fitting consultants.

Workwear Group estimates that 1-2 FTE roles may be created based on being awarded a total contract for the RFT. Workwear Group contributes approximately $1 million to the Tasmanian economy through the payments of rates, wages and general operating expenses.

Local support is outsourced to maintain our Tasmanian based locations and cross functional staff based at the Melbourne Support Office also regularly travel to Tasmania and support the local hotel and hospitality industry during their visits.

Workwear Group supports the Governments Small and Medium Enterprise framework and anticipate we would engage the services of locate SME’s for the following products and services throughout the term of the contract:

- Australia Post and Toll services, including local contractors who may be utilised for parcel delivery
- Local Courier services for the delivery of urgent / or emergency orders as required and approved.
- Company fleet vehicles and fuel
- Embroidery – 3rd party embroidery services for ad-hoc requirements
- Goods offered in our submission are not directly sourced from local SMEs, however, accessories, accoutrements, and some of the PPE for the ambulance uniform may be required to be purchased from SMEs.
- Development and training – external SME training providers are engaged to train staff and support skills
- External Support sources – SME agencies support our marketing, HR and IT services

**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.

<table>
<thead>
<tr>
<th>Identified goods or services</th>
<th>Total estimated value</th>
<th>Name of supplier anticipated to be used (if already determined through existing supply chain arrangements)</th>
<th>Location of supplier (where already determined through existing supply chain arrangements)</th>
<th>If supplier not yet determined, is there a local SME market for same? (Yes/No)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing – Suiting, Jackets, Trousers and Shirts</td>
<td>102K</td>
<td>Current NNT catalogue supplier.</td>
<td>Indonesia</td>
<td>No</td>
</tr>
<tr>
<td>Nursing – Shirts and Tops</td>
<td>123k</td>
<td>Current NNT catalogue supplier.</td>
<td>Indonesia</td>
<td>No</td>
</tr>
<tr>
<td>Nursing - Knitwear</td>
<td>13k</td>
<td>Current NNT catalogue supplier.</td>
<td>Sri Lanka</td>
<td>No</td>
</tr>
<tr>
<td>Nursing - Jackets and Vest</td>
<td>15k</td>
<td>Current NNT catalogue supplier</td>
<td>China</td>
<td>No</td>
</tr>
<tr>
<td>Nursing - Accessories and Buy ins</td>
<td>10k</td>
<td>Various WWG Suppliers</td>
<td>Australia</td>
<td>Utilised where possible</td>
</tr>
<tr>
<td>Nursing - Scrubs</td>
<td>125K</td>
<td>Current NNT catalogue supplier</td>
<td>Fiji</td>
<td>No</td>
</tr>
<tr>
<td>Ambulance - Shirts</td>
<td>44k</td>
<td>Current WWG Suppliers</td>
<td>Fiji</td>
<td>No</td>
</tr>
<tr>
<td>Ambulance – Trousers</td>
<td>43K</td>
<td>Current WWG Suppliers</td>
<td>China and Indonesia</td>
<td>No</td>
</tr>
<tr>
<td>Ambulance – Jackets and Outwear</td>
<td>30K</td>
<td>Current WWG Suppliers</td>
<td>China</td>
<td>No</td>
</tr>
<tr>
<td>Ambulance - Shoes</td>
<td>45K</td>
<td>Current WWG Suppliers</td>
<td>China</td>
<td>No</td>
</tr>
<tr>
<td>Ambulance – Accessories and Buyins</td>
<td>8k</td>
<td>Various WWG Suppliers</td>
<td>Australia</td>
<td>Utilised where possible</td>
</tr>
</tbody>
</table>
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 above, local support is outsourced to maintain our Tasmanian based locations. Cross functional staff based at the Melbourne Support Office also regularly travel to Tasmania and support the local hotel and hospitality industry during their visits.

In terms of other SME involvement, when Workwear Group receives a tender opportunity, each product requirement is assessed by our internal subject matter experts from our design, product development and operational departments.

Once the requirements are clearly established, a brief of the product requirements is sent and discussed with all our relevant subcontractors and distributors, both locally and internationally.

If a supplier has product and/or raw material that meets the requirements, their specification details are confirmed with us. Our Product Development team source from both local and international suppliers to ensure the best overall offering is achieved and where possible Australian/New Zealand based business partners are utilised.

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.

Our policy / procedure for Product and Service selection is based on a combination of ‘fit for purpose’ attributes and value for money as detailed above. We constantly benchmark our product and services throughout the life on the contract, ensuring best value sourcing channels and product inputs.

The performance and compliance of the product is of the upmost importance. Rigorous testing and analysis ensure the product performance attributes are measured and assessed. A matrix of these factors is considered in order to assess and balance the overall solution with the highest assessment over all categories recommended for selection.

WWG’s approach to assessing and comparing local products with overseas equivalents is to use the following criteria:

- Fit for purpose
- Compliance to the specification – content / weight
- Value for money
- Garment performance attributes (stretch, protective finishes, wash and wear)
- Quality testing – does it meet the minimum WWG requirement and also the clients specification
- Delivery timeframes and availability

Using this criteria allows us to determine and benchmark locally manufactured product against overseas alternatives. Another major part of business partner selection is ensuring each supplier
complies with our ethical manufacturing channels including minimum wage requirements, no child labour, set working standards and conditions.

Workwear Group confirm a commitment to all support functions and account management functions remaining in-house and therefore ensuring local content. These functions include Design, QA, Sourcing, Account Management, Distribution and Delivery which all offer a 100% local content to the tender.

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).

All tender opportunities are publicly listed opportunities and we would encourage SME’s to sign into the notifications to be alerted on upcoming tenders. In addition we have large range of key suppliers and 3rd party buy in suppliers.

Once we understood the specification requirements we would contact each applicable SME and advise them of the requirements, including the opportunity and size of scope. Our process for selection and assessment is detailed above.

**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.

**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.

Details of our broader economic opportunities are included in our response to question 1.

Workwear Group ensures that all supply partners are engaged and trained in Workwear Group policies and requirements based on customer expectations. Workwear Group prides itself on the level of engagement it enjoys with its supply chain which is seen as an extension of the Workwear Group business. Where opportunities exist, Workwear Group seeks to build strong, long term relationships which may include workplace training and secondment opportunities.

Workwear Group is a provider of many complex programs for clients ranging from healthcare professionals through to structural fire-fighting ensembles. It is of great importance that Workwear Group’s supply chain partners are continually provided access to innovations and technology that provides benefits to clients and wearers. Teams throughout the Workwear Group business from R&D to logistics regularly work hand in hand with supply partners to ensure skills are continually enhanced to deliver innovation.