

Attachment 1

Tasmanian Industry Participation Plan (template/guide)

The Tasmanian Government is committed to maximising opportunities for local SME 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.	CPU 2015-01
Procurement title	Panel of preferred providers of marketing and communication services
Name of Responsible Agency	Department of Premier and Cabinet

Supplier details

Name of supplier	The Write Solution
Contact details for supplier	PO Box 11, Dodges Ferry, TAS, 7173 03 6265 8818 0437 001 306

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

Local SME industry impact

The Write Solution is a sole trader based in Dodges Ferry, Tasmania. 100% of work undertaken by The Write Solution in the past four years has been undertaken in Tasmania, Prior to that one job was undertaken for one not-for-profit organisation in Queensland.

The Write Solution regularly engages four sub-contractors who are all Tasmanian-based. All nominated sub-contractors for this Tender are Tasmanian-based.

The Write Solution is a collaborative business and, while no new jobs will be created as a result of this tender, it is expected that additional work may be made available to local sub-contractors.

Goods and services to be utilised in the contract

Other than printing materials such as print cartridges and paper, it is not anticipated that any goods will be required to undertake the services outlined in this tender.

Other general services that The Write Solution engages include contracting a local IT business for general computer support.

Opportunity for local SME involvement

As a collaborative sole-trader it is anticipated that The Write Solution will continue to sub-contract writing services from the sub-contractors nominated in this tender. Additionally work undertaken through this contract may reduce the capacity of the Principal to undertake regular work outside the scope of this contract (recruitment services and tender evaluation services) which may therefore be sub-contracted to a local associate we regularly sub-contract who provides HR and scribing services.

We also work with local graphic designers and web designers as outlined in this tender.

Our approach to working with sub-contractors is, if the Principal does not have capacity to undertake incoming work we determine which sub-contractor is best suited to undertake the work and who has the capacity. The sub-contractor is then fully briefed on the work.


Currently The Write Solution does not have any interstate sub-contractors so no local SMEs will be disadvantaged.

Broader economic opportunities

For our first four years of operation, The Write Solution did not undertake any sub-contracting. As the business has grown and the scope of work has increased we have been able to offer regular work to other sole traders. This contributes to the financial viability of these businesses.

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)



Jane Melross
Principal Consultant

1 September 2015
(Date)