

INVITATION TO TENDER



FORESTS NSW

CONTRACT CABLE HARVESTING AND HAULAGE SOFTWOOD PLANTATIONS

MACQUARIE REGION – FORESTS NSW

JANUARY 2008

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NOTICE TO PROPONENTS

INTERPRETING THE INVITATION TO TENDER

This Invitation to Tender (ITT) comprises four (4) parts:

Part 1 - Tender information applying to all contracts

- Part 1 specifies general tender information and terms and conditions that apply to the harvesting and haulage contracts.
- Proponents responding to this ITT for any of the harvesting and/or haulage contracts being offered must consider all information contained in Part 1 of the ITT.

Part 2 - Specific information on Macquarie Region Contracts

- This section specifies terms and conditions that are relevant to the contracts in Macquarie Region.

	Operation	Indicative Quantity	Commencement Date	Term
Parcel 1	Steep Unthinned Clearfall Harvest	Base Annual Quantity of 50,000 tonnes per annum, with a target annual cut of 60,000 tonnes per annum. (being 85% Cable and Shovel logging with 15% being conventional ground base clearfall).	1 July 2008	Maximum Term 10 years. Base Term 5 years, plus five (5), one (1) year extensions subject to meeting agreed criteria.
Parcel 2	Load & Haulage	1,750,000 tonne/km (based on 30,000t per annum at 58km ave lead)	1 July 2008	Maximum Term 10 years. Base Term 5 years, plus five (5), one (1) year extensions subject to meeting agreed criteria.

Part 3 - Attachments

Indicative harvesting areas, customer mix, lead distance and slope class information.

Part 4 - Tender Forms

- Part 4 of the ITT are the tender forms that all proponents use in response to the ITT.
- Tender Forms 1A-F and 2A-F must all be completed for the relevant parcel you are tendering for.
- Tender Forms 3 and 4 may be requested during the tender assessment process (proponents are not required to submit Tender Forms 3 and 4 with the initial submission of Tender Forms 1 and 2).

PART 1 SECTION 1 – GENERAL

TENDER INFORMATION APPLYING TO ALL CONTRACTS

1.1 INTRODUCTION

Forests New South Wales (FNSW) manages a softwood plantation estate totalling approximately 210,000 hectares in area. In recent years, FNSW has been actively developing delivered log sales throughout its softwood plantations (as well as native forests) to the extent that approximately 80 percent of all FNSW's log sales are now made on a delivered basis.

Delivered sales represent a key component of a strategy to develop market opportunities and increase forest value recovery through the management of the stump to mill harvest and delivery process.

The competitive tender process has been selected as the most appropriate mechanism to establish commercial arrangements for contracting services in a fair and transparent manner.

Through the tendering process and consequent establishment of service contracts, FNSW is seeking to develop a contract harvesting and distribution system which can deliver log products within a flexible and responsive operating environment to ensure that customers' orders are met in full, on time and within specification.

The objective of the tendering process referred to in this document is to implement contracts for cable harvesting and haulage in-order to meet market requirements and opportunities.

1.2 THE PROCESS

In January 2008 FNSW has issued to the market place an Invitation to Tender ('ITT') for contract harvesting and haulage works. The tender process, including the preparation of this document, the evaluation of tenders and review of the recommended tender outcome, will be conducted in accordance with The Guidelines for Tendering published by the New South Wales Government.

A Tender Evaluation Committee will evaluate each tender response and make recommendations to a Tender Review Committee. Both the Tender Evaluation Committee and the Tender Review Committee will consist of FNSW staff and at least one (1) person external to FNSW. The external members of both committees will also act as the probity officers.

This ITT document will be made available to all interested parties. Following release of this ITT, an Information Session and Forest Inspection will be held (see Part 1, Sections 1.5). **It is compulsory for prospective tenderers to attend the Information Session and Forest Inspection.** Attendance is restricted to companies or individuals that have registered an interest in the ITT and their nominated advisers.

The purpose of the Information Session and Forest Inspection is to provide detailed information about the nature of the contract work being offered for tender and to clarify and confirm the contents of the ITT documents.

Tenders close on the date identified in Section 1.3 and will then be evaluated by the Tender Evaluation Committee in accordance with the assessment criteria set out in this document. During the evaluation process it is expected that questions and points requiring further clarification may arise. In most cases this clarification will be obtained through telephone or written communication with the proponent. In some cases proponents may be invited to make presentations to the Tender Evaluation Committee about their respective proposals. The presentations will not provide any opportunities for amendment to tenders, but will allow for clarification and confirmation of the tender contents.

Following the evaluation of tenders, the tenders will be ranked in order of merit and a recommendation submitted by the Tender Evaluation Committee to the Tender Review Committee.

If the Tender Review Committee, having reviewed the entire tender process, endorses the recommended outcome, FNSW will meet with the recommended proponent(s) with the aim of concluding harvesting and/or haulage contract(s) within one (1) month.

1.3 TIMETABLE

The proposed timetable for the process is as follows:

- | | |
|---|---------------------|
| 1. Public advertisement of the Invitation to Tender (ITT) | 24 January 2008 |
| 2. Release of Invitation to Tender Document (ITT) | 24 January 2008 |
| 3. Information Session/ Inspection | 14 February 2008 |
| 4. Close of Tenders | 6 March 2008 |
| 5. Awarding of Contracts | April 2008 |

1.4 MANDATORY ELIGIBILITY CRITERIA

To be eligible to tender for the work on offer, interested parties must:

- i. ***have at least three (3) years experience*** in contracting involving the management and operation of timber harvesting and/or haulage as appropriate for Parcel 1 and Parcel 2 respectively (forest or general haulage). Relevant experience in any location (NSW or elsewhere) will be accepted for the purpose of meeting this mandatory eligibility criteria;
- ii. ***have attended both the Information Session and Forest Inspection.***

Preference will be given in the tender evaluation process to proponents with forest based contracting experience, operating in similar forests and under similar operating conditions to the contracts being tendered.

Preference will also be given in the tender evaluation process to proponents who tender for both Parcel 1 and Parcel 2. Should a proponent be awarded both Parcel 1 and Parcel 2 the respective Agreements may be combined into a single Harvest and Haulage Agreement. A model Harvest and Haulage Agreement will be available at the Information Session.

Prior to entering a formal written agreement with FNSW, a tenderer must:

- Be an incorporated body;

- Be able to demonstrate the financial capacity to undertake the work by way of a statement from a reputable finance company relating to available working capital and overdraft facilities;
- Provide evidence of currency of Worker's Compensation and Public Liability Insurance; and
- Provide evidence of the relevant operator accreditation's and licenses.
- Provide evidence of a satisfactory Safety Management System.

1.5 INFORMATION SESSION AND FOREST INSPECTION

A formal Information Session will be conducted during the tender period. The Information Session will be followed by a Forest Inspection. **Attendance is a Mandatory Criterion for this tender process.**

Proponents are requested to register prior to the Information Session and Field Inspection. Registration may be made by emailing the Contact Officer the following information;

- Company name;
- Company representatives attending Information Session and Field Inspection;
- Contact details for company representative (email phone);
- The Company's interest in Parcel 1, Parcel 2 or both.

Information on the time, date and location of the Information Session/Forest Inspection is detailed in Part 2.

The following supplementary documentation will be available at the Information Session:

- Model Harvesting Agreement (including Code of Procedure and Log Specifications);
- Model Haulage Agreement;
- Model combined Harvesting and Haulage Agreement;
- Contractor Performance Reports;
- Example of a Harvesting Plan and a Traffic Management Plan;
- Forest Practices Code Part 1 – Timber Harvesting in FNSW Plantations;
- Notes on Seasonality Considerations - Harvesting and Haulage Operations;
- Maps from the Indicative Plan of Operations.

1.6 INFORMATION

For the purpose of preparing tenders, proponents should only rely on information provided:

- in this Invitation to Tender (ITT) document;
- in writing from FNSW, signed by Timber Merchandising Manager; and
- at the formal Information Session or Forest Inspection held during the tender process and subsequently confirmed in writing by FNSW.

1.7 TENDER FORMS

Tenders must be submitted on the Tender Forms provided (Part 4 of the ITT).

The following information is required:

- Proponent details;
- Details of experience and past performance;
- Details on key personnel;

- Proposed equipment;
- Tendered prices;
- Proposed location of workshop and administration facilities;
- Up-to-date photos of all second hand and existing equipment proposed;
- Up-to-date manufacturer's pamphlets and/or photos of all new equipment proposed; and
- Information on company safety management system;
- Information on company quality control systems.

The following information may also be requested during the tender assessment process, and if so must be provided within 3 working days of the request being made:

- Capital plan for the term of the tender, including all current and future depreciation and amortisation charges, funding sources timing of capital purchases etc.[signed by the principles and financial advisors of the company]; (see Tender Form 4 for capital plan template);
- [Audited] Financial statements for the previous three (3) years [signed by the principals and financial advisors of the company];
- Current period data for: annual income; total assets; cash (and cash –equivalent) liquidity; short-term ('current') liabilities; total debt; and shareholders' equity;
- Projected values for these measures at peak indebtedness should the tender be successful and all proposed capital expenditure be made.

Electronic copies of blank Tender Forms will be made available by e-mail. If you wish to receive an electronic copy please contact Mike Freeman (02) 6331 2044 or e-mail MikeF@sf.nsw.gov.au

Proponents should note that in providing information on past experience, FNSW may communicate with contact persons to validate the information provided and to obtain references on the proponent's past performance record.

1.8 LODGEMENT OF DOCUMENTS

All tender documents must be received in the tender box by 2pm Thursday, 6th March 2008.

Each tender comprising the tender forms and associated documents must be placed in a sealed envelope marked "**Confidential – Macquarie Region Contract Cable Harvesting and Haulage Tender (2008)**" and lodged by:

Posting to: Forests NSW
Tender Box
Locked Bag 23
PENNANT HILLS NSW 2120

Or Hand-delivered to:
Tender Box
121 Oratava Ave
WEST PENNANT HILLS NSW 2125

Or Facsimile:
(02) 9872 9093

Faxed bids must be received IN FULL to be considered.

Upon receipt of tenders, FNSW will place them in a locked box and will not open them until after the closing date and time.

Late Tenders are Tenders which have been submitted, but the complete proposal has not been received by the closing time in the Tender Box.

Submissions, which are lodged in the Tender Box at the specified location after the advertised close of submissions, will be considered for acceptance only if:

- they have been mailed through Australia Post and are postmarked no later than the day before the advertised closing date of submissions; or
- they have been faxed to the specified location and the facsimile transmission was completed before the time of close of tenders.

Bids sent by facsimile which are not fully transmitted to the specified location by the close of submissions, even if transmission is delayed due to the receiving facsimile machine being engaged, faulty or otherwise inoperative, will not be considered for acceptance.

1.9 CONFIDENTIALITY

Details of tenders will be kept strictly confidential and will not be divulged to any third parties except:

- i. To FNSW's professional advisers; and/or
- ii. as required by law; and/or
- iii. when agreed by the proponent; and/or
- iv. as provided for in harvesting and haulage agreements (for successful proponents only);
- v. as required by Government policy which requires that the following details of successful proponents and contracts be publicly advised:
 - names of successful proponents;
 - the nature of contract(s) (ie harvest/haul) and quantities involved;
 - commencement date and term of contracts;
 - the approximate total value of contracts over their full term; and
 - the nature of price review provisions within contracts.

1.10 NO TENDER NECESSARILY ACCEPTED

This Invitation to Tender should not be understood as an offer nor shall FNSW be bound to accept the lowest or any tender.

1.11 ALTERNATIVE TENDERS

Proponents may wish to submit bids which include alternative contract packages and/or pricing structures to those specified in this document but which meet the majority of mandatory requirements and are in the form specified in this document, that is, are submitted on time, in the required format, contain all requested information and can be readily evaluated in terms of the evaluation criteria.

Alternative tender packages and/or pricing structures may include, but are not limited to, variations in the contract volume or contract period, and bids for combined harvesting and haulage (ie stump to mill) contracts.

An alternative tender will only be considered if it is accompanied by a conforming bid. An alternative tender should offer greater value to FNSW than the conforming tender it accompanies.

Where it is possible to describe the pricing and operational details of an alternative tender on the tender forms provided, the proponent is requested to submit it in this format, together with its conforming bid.

Where it is not possible to describe the pricing and operational details of an alternative tender in this format, the proponent is requested to clearly describe the alternative tender in its own format and submit it together with the proponent's conforming bid.

1.12 Non – CONFORMING TENDERS

Where tenders are submitted that:

- do not adequately address the mandatory requirements, and / or
- are incomplete, not in the required form and therefore not capable of being evaluated in terms of the evaluation criteria (non – conforming tenders),

they will only be considered if no acceptable conforming tenders (including alternative tenders) can be identified.

1.13 CONTRACT AMENDMENTS

Prior to the signing of a formal agreement, FNSW will meet with each successful proponent(s) to discuss any operational aspects of the draft agreements provided that are of concern. FNSW is prepared to consider amendments that do not have the effect of increasing the tendered prices of harvesting and/or haulage services.

If a proponent wishes to propose one or more amendments to any of the conditions of the draft agreement, then **the proposed amendments must be included as part of their tender submission.** Lodgement of a tender will be taken as evidence of the proponent's agreement to accept the conditions documented in the relevant draft agreement, subject to any amendments proposed as part of their tender.

PART 1 SECTION 2: TENDER EVALUATION

2.1 EVALUATION CRITERIA

All tenders will be evaluated against the following criteria. The criteria are:

- Price;
- Non Price
 - Experience and past performance (including safety and quality); and
 - Equipment; and
- Mandatory Criteria, see Part 1 Section 1.4.

The weighting on price is 55% for harvesting and 65% for haulage.

Tender proposals may be set aside and not considered if the Tender Assessment Panel determines that one or more of the tender criteria are not acceptable for the contract works being tendered.

2.2 PRICE

Prices must be submitted on the relevant forms provided in Part 4 (Tender Forms 1F and 2F) of this ITT. Part 2 of this ITT include notes on the requirements for how prices must be submitted.

All prices requested and referred to in this document are expressed in Australian dollars (AUD), exclusive of GST.

2.3 EXPERIENCE AND PAST PERFORMANCE

Proponents must submit, on the relevant forms provided in Part 4 (Tender Forms B and C for the relevant Parcel) of this ITT document, information on contracting works involving the use of cable harvesting equipment or trucks (forest or freight transport) undertaken during the past three (3) years. Proponents must also submit information on the type of work performed, key personnel, sub contractors, and on the location of works undertaken during the past three (3) years.

Proponents should note that in submitting a tender proposal it is acknowledged that FNSW may communicate with contact persons to obtain references on the proponent's past performance.

In evaluating experience, FNSW will take into account the level of contracting experience of the proponent, the proponent's key personnel and the proponent's sub contractors in operating under similar conditions and using similar equipment and systems to those proposed in tender submission.

In evaluating past performance, FNSW may take into account, without limitation, the following factors (not necessarily in order of importance):

- production and/or delivery performance;
- quality control and performance to specifications;
- environmental performance;

- safety performance (see below);
- quality of the company's safety management system.
- record of innovation and continuous improvement; and
- attention to maximising value recovery.

Preference will be given in the tender evaluation process to proponents with forest based contracting experience, particularly Cable harvesting, operating in similar forests and under similar operating conditions to the contracts being tendered for.

To enable the safety performance to be evaluated, proponents are required to complete Tender Form 1E or 2E provided in Part 4 of this ITT **and submit associated documentation relating to their Company Safety Management System.**

2.4 EQUIPMENT

Proponents must submit, on Tender Form 1D or 2D provided in Part 4 of this ITT, details of the equipment and systems proposed to be used.

In evaluating these criteria, FNSW may take into account, without limitation, the following factors (not necessarily in order of importance):

i. Equipment Reliability

Factors considered will include date of manufacture and machine running hours. FNSW reserves the right to validate relevant details provided by proponents.

ii. Equipment/System Suitability

Factors considered will include; safety performance, environmental performance, ability to fall all trees, process and extract all log products, measure length accurately, ability to efficiently sort, stockpile and load log products.

For haulage, consideration will also be given to ability to access all forest areas, including traction assisting features (eg diff locks, central tyre inflation) and ability to haul all log products.

PART 1 SECTION 3 - KEY CONTRACT PROVISIONS

3.1 FORMAL AGREEMENTS

The successful proponent(s) will be required to enter into written agreements for the provision of harvesting and/or haulage services.

Copies of the model harvesting and haulage agreements will be provided at Information Session. These are 'standard' agreements, which will be amended to incorporate the details relevant to each contract being tendered, as set out in this document. Proponents are advised to familiarise themselves with these documents and to be prepared to enter into contractual arrangements based substantially on the terms of the model agreements.

Prior to the signing of a formal Agreement, FNSW will meet with the successful proponent(s) to discuss any operational aspects of the relevant model agreement provided that they are of concern. FNSW is prepared to consider amendments which do not have the effect of increasing the tendered prices of harvesting or haulage services (see Part 1, Section 1.13).

The following sections outline the key contract conditions, with references to the relevant sections and schedules of the model agreements.

3.2 COMMON PROVISIONS TO MODEL HARVESTING AND HAULAGE AGREEMENTS

3.2.1 Contract Term (Clause 3 of the Model Agreements)

Each of the contracts being offered has a base term with provision for extension.

The availability of contract extensions will be subject to the contractor's performance under the agreement and the availability of work beyond the base term. Clause 3 of the model agreement sets out the contract extension mechanism.

Consideration of a contract extension for **Parcel 1 (Steep Unthinned Clearfall, Cable Harvesting)** and **Parcel 2 (Haulage)** will be at each anniversary of the agreement. If an extension is granted, one (1) year will be added to the remaining term of the agreement. This process can be repeated until the maximum number of one (1) year extensions is utilised.

The provision of an extension will be based upon consideration of the following factors:

- the contractor's performance record in terms of safety management, production, quality control, forest value recovery, environmental performance and implementation of best practice and continuous improvement;
- the Contractor being prepared to make capital investment and introduce other measures over the extended term of this Agreement which will lead to operational efficiencies in terms of, without limitation, the cost of production, health and safety, and environmental outcomes; and

- FNSW's volume requirements for contracting services.

3.2.2 Scheduling Of Quantities and Areas (Clause 4 of the Model Agreements)

FNSW will schedule operations and deliveries to meet the customer demand for log products on a weekly basis (or other agreed period). Before the start of each financial year, an indicative order of work for each contract will be provided by FNSW.

3.2.3 Harvesting and Haulage Operations (Clause 5 of the Model Agreements)

All operations must be conducted in compliance with the relevant legislative and operational standards. The main operating conditions are outlined in Harvesting Plans and in FNSW Forest Practices Codes (FPC). In particular, proponents should familiarise themselves with the operating restrictions relating to safety, wet weather and fire danger. Copies of an example Harvesting Plan and the FPC will be made available at the Information Session.

3.2.4 Compliance with Code of Procedure (Clause 5 of the Model Agreements)

Where logs do not meet the requirements of the relevant Code of Procedure, contractors may be requested to regrade or remove the log products at their expense. In some circumstances where there are significant log making, log grading, log marking, log delivery or log docket completion errors, FNSW will be entitled to recover damages from contractors by deduction from payments due to the harvesting and/or haulage contractor.

3.2.5 Payment Terms and Conditions (Clause 6 of the Model Agreements)

Payment will be made on the basis of deliveries to product destinations and will be monthly, within thirty (30) days of the end of the month. FNSW will provide each contractor with a statement of services performed and of payment due in accordance with the contract schedule of rates. Contractors will not be required to invoice FNSW. Payments will be deposited into each contractor's nominated bank account by Electronic Funds Transfer (EFT).

3.2.6 Variation in Contract Rates for Marginal Quantities and Shortfalls (Clause 6 of the Model Agreements)

Proponents are asked to submit price adjustment percentages for the **haulage** contract to be implemented in the event of a decrease or increase in the base level of work.

3.2.7 Quarterly Fuel Adjustments (Clause 6.3, Schedules 8 and 9 of Model Agreement)

Contracting rates will be adjusted on a quarterly basis commensurate with movements in diesel prices. The mechanism by which rates will be adjusted is set out in detail in Schedules 8 and 9 of the model agreement.

FNSW utilises movements in Terminal gate Price in NSW advised by Shell Australia for the purpose of contractor rate reviews and quarterly fuel adjustments. The base "strike rate" upon which adjustments will be based is **\$0.8235**/litre (excluding GST and Federal Excise); this being the average rate for the six (6) month period ending December 2007 (ie Terminal Gate Price L15 Automotive Diesel Sydney).

It is suggested that tendered contracting rates be calculated on the basis of the average diesel price payable by contractors in the six (6) month period July – December 2007, as variations from this base will be allowed for in the Quarterly Fuel Adjustment mechanism.

3.2.8 Adjustment for Fuel Tax Credits for Forest Road Use (Haulage Only)

Haulage operations conducted on roads designated as “Forest Roads” are entitled to additional Tax Credits. Currently the Tax Credit is \$0.38143 / litre. The Tax Credit for all haulage operations is \$0.18510 / litre. Forests NSW will provide a monthly summary of loads hauled, and km travelled (one-way) both in total and on Forest Roads. Any Fuel Adjustment payable under 3.2.7 will be amended to reflect the additional Fuel Tax Credit entitlement in the relevant period. For the purposes of this determination, FNSW will assume an average consumption of 1.6km / L for B-doubles and 2km / L for other truck configurations.

3.2.9 Quantity Measurement for Payment (Clause 6 of the Model Agreements)

The measurement of all deliveries will be by tonnes as measured by certified weighbridge or, where specified by FNSW, by truck scales.

3.2.10 Contract Rate Reviews (Clause 7 of the Model Agreements)

Annual rate reviews will be conducted in accordance with Clause 7 and Schedules 8 and 9 of the model agreement. Key factors to be considered in annual rate reviews include:

- movements in key contracting input costs by applying the methodology specified in Schedules 8 and 9 of the model agreements;
- improvements in operating efficiencies which have been implemented or could reasonably be expected to be implemented;
- changes to the level of work required in the performance of operations under an agreement;
- market rates for similar services.

Proponents are advised to familiarise themselves with these sections of the draft agreement.

3.2.11 Supervision (Clause 19 of the Model Agreements)

Each contractor will be required to appoint a bush supervisor to represent their interests at the site of contracted harvesting and/or haulage operations. This person must be able to make decisions and to receive directions from FNSW, on behalf of the contractor.

3.2.12 Communication Equipment and Electronic Data Capture (Clause 20 of Model Agreements)

Contractors must provide and install the following communication items:

- Office phone, facsimile and e-mail (checked daily);
- mobile phone with SMS text messaging capability for each harvesting crew and haulage vehicle;
- UHF two way crew radio for each employee at each worksite.

FNSW is currently implementing a system of capturing production and delivery details by means of contractor owned or leased from Forests NSW, in field, hand

held electronic data capture devices. It is intended that this will eventually replace paper dockets, with delivery details being transferred electronically to FNSW on a daily basis via telephone line or Internet download. For budgeting purposes, contractors should assume a cost of \$5,000 per electronic data capture system. One such device will be required for each forwarder (for capturing log production-to-roadside details) and each log loader (where separate loaders are utilised, for capturing delivery details).

All costs associated with establishing, operating and maintaining contractor's communication equipment (including electronic data capture equipment) will be the responsibility of contractors.

3.2.13 Industrial Relations (Clause 23 of the Model Haulage Agreement & Clause 24 of the Model Harvest Agreement)

Each contractor must ensure that his own and any sub-contractor employees engaged in the performance of the contract are covered by the terms and conditions of relevant industrial awards and/or enterprise agreements. If requested by FNSW, contractors must provide to FNSW a statutory declaration to this effect.

3.2.14 Training and Accreditation (Clause 24 of the Model Haulage Agreement & Clause 25 of the Model Harvesting Agreement)

Each contractor must ensure that all personnel are properly trained and hold relevant national competency accreditation for the equipment that they operate and the tasks that they perform. FNSW will issue short term licenses for 'operators in training'. In these circumstances, contractors must ensure that adequate instruction and supervision are provided. All competency assessment must be conducted by a person who is suitably qualified to undertake such assessments.

3.2.15 Safety Management Systems (Clause 26 of the Model Haulage Agreement & Clause 26 of the Model Harvesting Agreement)

A requirement of harvesting and haulage agreements will be that contractors will have implemented a Safety Management System by commencement date.

A Safety Management System is a documented system for the management of all matters relating to Occupational Health and Safety, including such things as:

- Site Safety Plans;
- induction procedures;
- health records;
- training programs;
- incident records;
- safe working systems;
- hazard management.

Upon request from Forests NSW, the Contractor must provide certification of the compliance of the Contractors Safety Management System with the requirements of the relevant legislation not more than once per year.

3.2.16 Occupational Health and Safety Reporting (Clause 26 of the Model Haulage Agreement & Clause 27 of the Model Harvesting Agreement)

Contractors must provide to FNSW details of workplace incidents as specified in the model agreements.

- At the end of each month each contractor must provide workplace incident statistics in accordance with Australian Standard AS 1885.1 – 1990 Workplace Injury and Disease Recording Standard, or its equivalent, including: the sum of all hours worked by each effective full time equivalent person; the total number of effective full time equivalent persons, the number of lost time injuries and the total days lost.
- Internal audits on the performance of the Company's Safety Management System on a monthly basis. Form 021 of the WorkCover Subby Pack specifies the format of the audit.

3.2.17 Contractor Performance Assessment

Performance reviews will be conducted as agreed on either a monthly or quarterly basis. Performance assessment records will be used as the basis of contract extensions and to support evaluation of future tender submissions. Model Contractor Performance Reports will be made available at the Information Session.

3.3 PROVISIONS SPECIFIC TO HARVESTING

3.3.1 Compliance with servicing requirements, log specifications and log marking requirements (Clauses 5.8, 5.9, 5.10, 5.11, 5.12 of Model Agreement)

Harvesting contractors are responsible for ensuring that:

- trees are merchandised in a manner that optimises forest value recovery for FNSW;
- log products are serviced to comply with specifications advised by FNSW;
- in regard to length, 97 percent of Log Products are cut to within 5 centimetres, and 100 percent of log products are cut to within 7cm of target lengths advised by FNSW;
- log stockpiles are marked with the information (including date of felling, product grade, and compartment ID, stack number) specified by FNSW;
- sawlogs are end marked (colour coded) of all sawlogs for contractor ID purposes. All processing equipment must be fitted with automated colour marking capability, which must be functional at all times.

3.3.2 Log Stock Information (Clause 5.13 of Model Agreement)

Harvesting contractors will be required to provide by fax (or other agreed method eg. EDD system) daily production estimates for inventory and delivery scheduling purposes. It is expected that the Electronic Delivery Docket (EDD) System will be fully functional by contract commencement. If this is the case, all forwarder production data will be captured electronically and transmitted to FNSW by nightly download or more frequently by other means, replacing the need to provide data by fax.

3.3.3 Moving Harvesting Equipment (Clause 5.16 of Model Agreement)

Harvesting contractors will be responsible for all costs associated with moving equipment between harvesting areas within the Area of Supply, except where less than 3,000 tonnes is harvested, where FNSW will meet reasonable floating costs associated with the move to that particular harvesting unit.

3.3.4 Traffic Management (Clause 5 of the Model Harvesting Agreement)

Where harvesting operations are carried out in the vicinity of roads, which in FNSW reasonable opinion require traffic management, contractors must provide an accredited traffic controller to conduct traffic management, at no cost to FNSW.

3.3.5 Completion of Harvesting Areas (Clause 5.5 of the Model Harvesting and Haulage Agreement)

5% of the payment due for harvesting timber within a compartment shall be withheld subject to FNSW being satisfied that all operations have been carried out to the required specification. Particular emphasis shall be placed on:

- Extraction of all merchantable material.
- Falling of all standing timber (merchantable and non-merchantable). This will include an analysis of areas left due to safety concerns. Consideration will also be given to stands retained with access to gravel roads, and reserved with an objective of conserving gravel wood.
- Road and track drainage.
- Non-conformance Improvement Requests (NCIR). Where issued FNSW must be satisfied that any request for remedial action has been implemented. This will be in relation to environmental or safety matters.
- Stump heights.
- Litter.

3.3.6 Quality Assurance (Clause (to be advised) of Harvesting Agreement)

The successful tenderer will be expected to have a system in place to monitor key quality issues such as;

- Ø Log length measurement.
- Ø Other sawlog quality parameters.
- Ø Value recovery.

Clause 5.9 of the Harvesting Agreements relates to FNSW requirement that the Contractor, upon request from FNSW, must lay logs out for inspection from a load of logs either on a truck, in which case the truck will be unloaded, or within a roadside stack, on up to 12 occasions per quarter.

3.3.7 Log Optimisation / Log Processing information (Clause 5.13)

- It is expected that within the life of the contract the use of log optimisation equipment will be operationally across the Macquarie Region.
- All log processing equipment must have the capability of optimising log production, and have systems compatible with an agreed operating platform.

As an indication of FNSW expectations the following log optimisation data files will be made available by the harvest contractor;

- APT file (cutting instruction) - the cutting instructions that the harvester uses to maximise the value of each stem (includes price, distribution and limitation matrices). It is anticipated that FNSW will supply (or provide input to) the cutting instructions via the provision of the APT file for the harvest contractors employing log optimising technology.
- PRD file (production) - the report of all products cut in number and volume for yield reconciliation purposes.
- STM file (stem data) - The harvested stem values (measured length and diameter) for log supply prediction purposes.

FNSW expects that other forest and log making related data may be requested from the harvest contractors using log optimisation technology in future. This data will include (but is not limited to);

- KAL & KTR files - machine calibration files (control measurements and calibration data),
- INV files - inventory variables (DBH and height),
- GHD files - GIS/GPS data, and
- PRL files - forwarder files for stockpile information.
- Accuracy is an important consideration of any information transfer, and Forest will be looking for assurances that data received and actual log production, is within specified limits.

3.3.8 Environmental Management (Clause 5.19)

The successful tenderer will be expected to provide documentation to assist Forests NSW meet obligations under FNSW Environmental Management System. This may be in the form of fortnightly Operation Inspection Reports, compliance with Non-conformance Improvement Requests, or other internal documentation.

3.4 PROVISIONS SPECIFIC TO HAULAGE

3.4.1 Delivery Information (Clause 5.13 of Model Agreement)

At the end of each day, or other period nominated by FNSW, contractors must provide a record (written, faxed or electronic) of the quantities of log products hauled by contractors from each harvesting unit to each product destination during the day. It is expected that the Electronic Delivery Docket (EDD) System will be fully functional by contract commencement. All delivery data will be captured electronically and transmitted to FNSW via weighbridge data capture, nightly download or more frequently by other means.

3.4.2 Cross Loading (Clause 6.10 and Schedule 7 of Model Agreement)

From time to time opportunities may exist for “cross loading”.

It is expected that haulage efficiencies arising from cross loading will be shared between hauliers and FNSW so as to provide incentives for both parties to capture such opportunities where they exist. The mechanism by which cross loading haulage rates will be calculated is set out in detail in Schedule 5 of the model agreement. This mechanism will only apply where the loaded distance expressed as a percentage of the round trip distance is more than 60 percent (ie cross loading discounts will not apply if the loaded running percentage is less than 60 percent).

3.4.3 Maximum Payment for Loads (Clause 6.6.3)

The successful proponent must specify the maximum legal GCM permitted for each vehicle employed. Nett weight for payment purposes will be based on the maximum legal weight less tare, or actual gross weight less tare, whichever is the lesser.

3.4.4 Review of Legal Gross Combination Mass Limit (Clause 7.3 and Schedule 9 of Model Agreement)

It is expected that current gross combination mass (GCM) regulations may vary in the future (for vehicles equipped with air bag suspension).

As any changes will have direct impact on the unit costs of contractors, the draft agreement includes provisions regarding how haulage rate schedules will be reviewed to take into account these changes. The mechanism by which rates will be reviewed is set out in detail in Schedule 9 of the model agreement.

PART 2 SECTION 1 - GENERAL

MACQUARIE REGION CONTRACTS

1.1 INTRODUCTION

FNSW Macquarie Region manages an estate of approximately 68,000 hectares of softwood plantations. Total log sales volumes from the Macquarie Region resource currently stand at approximately 1,000,000 tonnes/annum.

Approximately 100 percent of current log sales in Macquarie Region are on a delivered sale basis. This tendering process is being undertaken to renew existing contract harvesting and provide additional haulage capacity in Macquarie Region.

1.2 SCOPE OF WORK

Two (2) parcels are being offered. Key details of the parcels are set out in Table 1.2 (below):

Table 1.2 : Macquarie Region Contracting Work

	Operation	Indicative Quantity	Commencement Date	Term
Parcel 1	Steep Unthinned Clearfall Harvest	Base Annual Quantity of 50,000 tonnes per annum, with a target annual cut of 60,000 tonnes per annum. (being 85% Cable and Shovel logging with 15% being conventional ground base clearfall).	1 July 2008	Maximum Term 10 years. Base Term 5 years, plus five (5), one (1) year extensions subject to meeting agreed criteria.
Parcel 2	Load & Haulage	1,750,000 tonne/km (based on 30,000t per annum at 58km ave lead)	1 July 2008	Maximum Term 10 years. Base Term 5 years, plus five (5), one (1) year extensions subject to meeting agreed criteria.

1.3 INFORMATION SESSION

An Information Session will be conducted during the tender period. **Attendance is compulsory for ALL parcels on offer.** Details are as follows:

Time: 9.30 am

Date: as per **Section 1.3 Timetable**

Venue: FNSW, Macquarie Regional Office, Cnr Browning St & Panorama Ave Bathurst.
(Note – This will involve field site inspections and participants will require wet

weather clothing and lace up footwear. Forests NSW will provide hard hat, hi-vis clothing and transport during the field trip.

The purpose of the Information Session is for FNSW staff to explain the tendering process and FNSW expectations, as well as to address and/or clarify any issues of concern to proponents.

1.4 INQUIRIES

Inquiries regarding the nature of the work, the process of tender completion or model agreements should be directed to:

Mike Freeman

Timber Merchandising Manager
Macquarie Region

Phone: (02) 6331 2044

Fax: (02) 6331 5528

Mobile: 0429 188 820

Email: MikeF@sf.nsw.gov.au

PART 2 SECTION 2

STEEP UNTHINNED CLEARFALL (CABLE)

HARVESTING AND HAULAGE

4.1 QUANTITY, COMMENCEMENT DATE AND AREAS

- Tender proposals are invited for Harvesting up to **60,000 tonnes per annum** (tpa) being 85% Cable and Shovel logging with 15% being conventional ground based unthinned clearfall. Tenderers are required to nominate a price for three bands within the schedule on Tender Form 1F for Parcel 1.
- Tender proposals are invited for the Haulage of 1,750,000tkm (based on 30,000t with a 58km average lead) with the associated loading on Tender Form 2F for Parcel 2. The primary purpose of this Parcel 2, is the haulage of sawlog from the Parcel 1 operation to High Pine Products ('HPP') in Oberon. Should additional volume be required to maintain full utilization of the truck, Forests NSW may schedule haulage of products such as Small Sawlog to Allied Timber Products ('ATP') and Salvage to Pacpine, Hayter or Blayney Treated Pine from other Forest NSW harvesting operations.
- Attachment 3.1 Table 2 provides a summary of indicative slope classes.
- All operations will generally be fully integrated for both sawlog and pulplog production. Unthinned clearfall stands in Macquarie Region typically yield 50 to 60 percent sawlog, 50 to 40 percent Pulplog.
- Indicative harvesting areas are shown in Attachments 3.1 Table 3 to 4, and Attachment 3-2.
- FNSW objective will be to maximise stump to mill operations from this operation due to the issues often associated with stockpiling and loading out of logs in steeper country.

4.2 PRICING REQUIREMENTS - HARVESTING

- Pricing is required to be expressed in \$/tonne.
- Proponents are asked to submit prices (Tendered Reference Rates) for various annual quantity levels around the base volume in 5,000 tonne bands as indicated on Tender Form 1F. Band 1 45,000t to 49,999t, Band 2 50,000t to 54,999t and Band 3 55,000t to 60,000t. This will then be used to determine a relationship to adjust prices based on the level of work required.
- The tendered base price should be based on an annual quantity of up to 60,000 tonnes/annum.
- A single Tendered Reference Rate (TRR) is required for Sawlog (small end diameter 18 cm +, length 4.3 m to 6.1 m). This single rate covers Sawlog produced to roadside from Cable, Shovel and conventional ground based harvesting operations under

Parcel 1. This will be indexed to determine prices for other log products as per the matrix shown in Table 4.1 (below).

Table 4.1: Tendered Reference Rate Harvesting Price Matrix

Log Product	Harvesting Rate \$/tonne at roadside
Sawlog – 18cm + sedub, 4.3 to 6.1 metres long	TRR
Pulplog	TRR - \$2.00/tonne

- Pricing should be based on up to eighteen (18) log sorts (by length, diameter and/or quality) being required from a harvesting operation at any time from steep areas where stockpiling space is limited.
- Pricing must include provision for other miscellaneous costs referred to in this document including:
 - moving of equipment between blocks (except where less than 3000 tonnes is harvested in which case FNSW will cover reasonable costs);
 - marking of logs and log stacks;
 - provision of inventory information to FNSW on a daily basis (currently by daily fax, in future electronically – see section 3.2.12);
 - communications equipment;
 - felling of non merchantable trees. All hardwood trees (merchantable or unmerchantable) and unmerchantable softwood trees must be felled as part of the operation;
 - field equipment for electronic delivery docketing (refer Part 1, Section 3.2.12);
 - Provision of environmental compliance and quality control documentation as required;
 - Log optimisation equipment (see Part 1, Section 3.3.7).

4.3 PRICING REQUIREMENTS - HAULAGE

- Tendered prices are required on the following basis:
 - Ø Haulage prices in \$/tonne (*as opposed to \$/tonne kilometre*) for 5 km bands from 20 to 100 km, 10km bands from 100 to 200 km;
 - Ø Tenderers are requested to submit pricing on four (4) schedules;
 - Ø Sawlog haulage to HPP and ATP.
 - Ø 7 axle General Access (50 tonnes GCM) log length 3.7m up to 6.1m and,
 - Ø 7 axle B-Double Route (55 tonnes GCM) log length 3.7m up to 6.1m and.
 - Ø Salvage haulage.
 - Ø 7 axle General Access (50 tonnes GCM) log length 2.5m and 3.1m,
 - Ø 7 axle B-Double Route (55 tonnes GCM) log length 2.5m and 3.1m.
 - Ø Separate price for loading expressed in \$/tonne;
 - Ø Price adjustment percentages to apply where there is a variation in the total tonne/km expected, or allocated on an annual basis.
- Tenderers should note that haulage operations will consist of multiple product sorts being directed to multiple customers.

- It is anticipated that at various periods during the contract timber will be required to be hauled from operations other than that specified in Parcel 1 to ensure maximum truck utilization.

4.4 HARVESTING EQUIPMENT

- The areas to be harvested under this contract range up to 40 degrees. Conventional ground based systems cannot extract logs above 30 degrees under the Plantations and Reafforestation Regulation (Code) 2001.
- The equipment mix and operating system for harvesting **must** include the following capabilities:
 - No ground based harvesting on areas greater than 30 degrees, Skyline system only;
 - All stems to be yarded must have butts elevated to minimise scouring;
 - No sidecutting of extraction tracks;
 - A Safe Work Procedure for operating on steep slopes must be developed and strictly applied, prior to operations commencing – some areas below 30 degrees may need to be cable harvested to avoid operating machines on hazardous sites;
 - Areas below 30 degrees may also require cable harvesting to minimise damage to poor or saturated soils;
 - Ability to shovel log up to **8%** of total volume;
 - hand falling capacity for areas/trees inaccessible to feller buncher (estimated to comprise **3-5%** of resource to be harvested under this contract);
 - proposals based on hand falling of greater than **8%** of the resource to be harvested will **not** be accepted by FNSW;
 - ability to efficiently process and extract log lengths from 4.3 to 6.1 metres (up to 50 percent of the volume will be in log lengths less than or equal to 4.9 metres);
 - processing capacity which can achieve a length accuracy for sawlogs of less than +/- 5cm of target lengths;
 - ability to process and sort up to eighteen (18) log products at any time;
 - ability to load log products in areas where space is limited (ie not suitable for large stockpiles and use of truck mounted loaders);
 - ability to ensure stump heights are within tolerances set in the Forest Practices Code. Particular attention should be paid to mechanical felling heads in terms of this requirement;
 - ability to process short lengths of timber down to 80mm sed. For example proposals including processing heads fitted with topping saws would be favourably considered.
- Preference will be given to proposals which include forwarding capability (for conventional ground based portion of Parcel 1 as well as forwarding processed timber from Cable landings to stockpile areas).
- It should be noted that the assessment of contractor capability will include consideration of the “seasonality” aspects of proposed equipment and systems of work with preference being given to proposals which will optimise seasonality outcomes.
- All harvesting equipment must comply with the requirements of Australian Standard AS 2294.1 Supplement 1-2003 “Earth-moving machinery – Protective Structures, Part

1 – General, Supplement 1: Operator protective structures fitted to plant used in the timber industry (forest operations) (Supplement to AS 2294.1-1997).

- All harvesting operations and equipment must comply with the fire preparedness prescriptions set out in Appendix 1 of the Forest Practices Code – Part 1 – Timber Harvesting in FNSW Plantations, 2005, as amended from time to time.

4.5 HAULAGE EQUIPMENT

- All dedicated prime movers and trailers must be fitted with the following equipment from the commencement date:
 - Ø On board scales to allow load measurement to an accuracy of +/- 100 kg;
 - Ø Air bag suspension;
 - Ø Mudguards;
 - Ø Rear Cab Guards;
 - Ø Bolster configuration with the capacity to handle log lengths 2.5m to 6.1m logs.
- Whilst not mandatory, in the tender evaluation process preference will be given to proposals which include folding or piggyback trailers.
- Loads must be secured by 'pull through' straps, such that they can be unsecured by remaining on the driver's side of the truck.

4.6 CUSTOMERS

- An indicative schedule of lead distances and quantities from harvest areas to key customers is set out in Attachment 3-1 Table 1.
- Mill delivery hours are set out in Table 4.2.

Table 4.2: Indicative Delivery Schedule - Parcel 2

Customer	Location	Product	Current Delivery Hours (Week days)
HPP	Oberon	Set Length Sawlog	0500 - 1700 Business Days extended by negotiation
ATP	Kelso	Set Length Small Sawlog	0700 - 1600 Business Days
Pacpine	Burruga	Salvage	0700 - 1600 Monday to Thursday 0700 to 1300 Friday
BTP	Blayney	Salvage	0700 - 1800 Business Days
Hayter	Werombi	Salvage	0700 - 1600 Business Days

PART 3 - ATTACHMENTS

ATTACHMENT 3-1

MACQUARIE REGION HARVESTING AND HAULAGE CONTRACT

INDICATIVE SCHEDULE OF LEAD DISTANCES

Attachment 3.1 Table 1 – Typical mix across a 12 month period

		Percentage Volume x Product Destination				
FOREST	Total %	HPP	ATP	Pacpine	Hayter	BTP
Sunny Corner	32%	28%			2%	2%
Vulcan	8%	2%	4%	2%		
Gurnang	5%	2%		3%		
Jenolan	12%	10%		1%	1%	
Dog Rocks	30%	28%		2%		
Mt. Macquarie	13%	10%				3%
TOTAL	100%	80%	4%	8%	3%	5%

		Lead Distance - Forest x Product Destination (km)				
FOREST		HPP	ATP	Pacpine	Hayter	BTP
Sunny Corner		86	39	111	155	82
Vulcan		41	87	33	183	122
Gurnang		39	84	54	183	118
Jenolan		25	83	85	140	116
Dog Rocks		44	92	46	201	127
Mt. Macquarie		82	66	101	170	21

Attachment 3.1 Table 2
Summary of Indicative Slope Classes

Contract	Slope Class	ha	%
Parcel 1 SUCF 50,000 tpa	0 ≤ 10	48	5%
	>10 ≤ 20	96	10%
	>20 ≤ 25	490	51%
	>25 ≤ 30	317	33%
	>30 ≤ 40	10	1%
	40+	0	0%

Attachment 3.1 Table 3

2008 CABLE INVITATION TO TENDER

MACQUARIE REGION

INDICATIVE SCHEDULE OF HARVESTING AREA

SITE INVENTORY INFORMATION

Disclaimer: The information presented in this attachment is indicative only for planning purposes. Forests NSW provides no guarantee as to its accuracy.

Forest	Age Class	Locality	Year Inventory Grown Forward To	Stocking	Mean Top Height (m)	DBH (cm)	Basal Area (m ² /ha)	Min SED (cm)	Average SED (cm)	Average LED (cm)	Max LED (cm)	Av Tree Size (m ³)
Jenolan	1958/61/62	Rudy's Road	F09	1045	34.6	31.4	80.8	8.0	19.7	25.2	64.0	0.67
Sunny Corner	1974	Bushrangers	F09	853	31.4	29.7	58.9	8.0	17.8	22.7	52.0	0.62
Dog Rocks	1966	Campbell's River	F10	679	32.4	34.3	62.7	8.0	19.1	24.2	54.0	0.85
Mt Macquarie	1965-1969/72/73	Mt Macquarie	F10	453	33.1	41.7	61.9	8.0	22.9	28.7	70.0	1.27
Sunny Corner	1971/73	Sugarloaf	F12	791	32.9	31.1	60.0	8.0	18.4	23.3	54.0	0.72
Dog Rocks	1967	Mt Lawson	F13	636	33.2	37.1	68.8	8.0	21.3	26.2	54.0	1.02
Sunny Corner	1972	McDonalds	F14	531	32.4	38.2	60.8	8.0	20.6	25.7	60.0	1.04
Dog Rocks	1968	O'Neils	F15	628	30.8	34.2	57.6	8.0	19.5	25.0	54.0	0.74
Dog Rocks	1970	Brownlow's	F16	673	32.8	34.4	62.6	8.0	19.4	24.9	54.0	0.83
Dog Rocks	1966	Gulf Boundary	F16	1033	31.3	29.7	71.4	8.0	18.1	23.4	52.0	0.58
Sunny Corner	1969/70	Bicycle Track	F16	591	33.3	40.3	75.4	8.0	21.9	27.9	66.0	1.03
Dog Rocks	1971	Swallows Nest Pit	F17	796	28.3	30.4	57.9	8.0	17.6	22.7	52.0	0.56

Notes on Inventory Provided:

1. All inventory information is presented as grown forward to the first year an age class will be harvested within the Plan of Operations.
2. There may be considerable variation of stand quality within an age class as in some cases a number of separate inventories have been averaged to provide the information shown in this table for a given age class.
3. Average SED/LED figures provided are based on piece number (not by volume).
4. Average Tree Size is average merchantable volume per tree down to 8cm SEDUB.

Additional Information:

1. Average sawlog volume/weight ratio for Macquarie Region (across combined operation types) is 1.03:1
2. Average sawlog to pulplog ratio (by volume) from UTCF Cable operations (current) is 57%:43%.
3. Average sawlog length split (by volume):

CHH Pulp	HPP Sawlog		
	4.3m	4.9m	6.1/5.5m
43%	3%	24%	30%
Log Ratio	5%	42%	53%

Attachment 3.1 Table 4 – Indicative Plan of Operations

Macquarie Region 2008 Cable Harvest Tender

Indicative 10 Year Plan of Operations

Year of Harvest	Site	Forest	Age Class	Area (ha)	"Initial Planning" Yield (t/ha)	Total Volume (t)
F09	Rudy's Road Bushrangers	Jenolan Sunny Corner	1958/61/62 1974	40 90	530	21412
					430	38700
					Total	60112
F10	Rudy's Road Campbell's River Mt Macquarie	Jenolan Dog Rocks Mt Macquarie	1958/61/62 1966 1965-69/72/73	40 50 30	530	21200
					500	25000
					465	13950
					Total	60150
F11	Campbell's River Mt Macquarie	Dog Rocks Mt Macquarie	1966 1965-69/72/73	69 55	500	34500
					465	25575
					Total	60075
F12	Mt Macquarie Sugarloaf	Mt Macquarie Sunny Corner	1965-69/72/73 1971/73	55 73	465	25575
					470	34498
					Total	60073
F13	Mt Macquarie Sugarloaf Mt Lawson	Mt Macquarie Sunny Corner Dog Rocks	1965-69/72/73 1971/73 1967	44 39 42	465	20460
					470	18330
					510	21420
					Total	60210
F14	Mt Lawson McDonald's	Dog Rocks Sunny Corner	1967 1972	59 63	510	30090
					480	30240
					Total	60330
F15	McDonald's O'Neils	Sunny Corner Dog Rocks	1972 1968	25 94	480	12000
					515	48410
					Total	60410
F16	O'Neils Brownlow's Gulf Boundary Bicycle Track	Dog Rocks Dog Rocks Sunny Corner Sunny Corner	1968 1970 1966 1969/70	7 60 36 18	515	3605
					500	30000
					480	17280
					520	9360
					Total	60245
F17	Brownlow's Bicycle Track Swallows Nest	Dog Rocks Sunny Corner Dog Rocks	1970 1969/70 1971	54 50 14	500	27000
					520	26000
					500	7000
					Total	60000
F18	Swallows Nest	Dog Rocks	1971	120	500	60000
					Total	60000

ATTACHMENT 3- 2

MACQUARIE REGION

MAPS OF INDICATIVE HARVESTING AREAS

Disclaimer: *The information presented in Attachment 3-2 is indicative only for planning purposes. FNSW provides no guarantee as to its accuracy.*

ATTACHMENT 3- 3

MACQUARIE REGION

INDICATIVE LIST OF HARVESTING PRODUCT SORTS

Disclaimer: The information presented in Attachment 3- 3 is indicative only for planning purposes. FNSW provides no guarantee as to its accuracy.

CUTTING GRADES		ROADSIDE LOG SORT				
Product	Length (m)	Sort 2	Sort 3	Sort 4	Sort 5	Pulp
		18-23 cm SEDUB	23.1-32 cm SEDUB	32.1-45 cm SEDUB	>45.1cm SEDUB (>55cm LEDUB)	>8cm SEDUB
Sawlog	4.3	X	X	X		
Sawlog	4.9	X	X	X		
Sawlog	5.5	X	X	X	X	
Sawlog	6.1	X	X	X		
Pulp	3.7-6.5					X
Customer		HPP	HPP	HPP	Hayter	CHH

PART 4 - TENDER FORMS

INSTRUCTIONS FOR SUBMITTING TENDERS

TENDER FORMS

1. Tenders must be submitted on the Tender Forms provided in Part 4 of the ITT.
2. Electronic copies of blank Tender Forms are available by e-mail. If you require an electronic copy, please contact Mike Freeman (02) 6331 2044 or e-mail MikeF@sf.nsw.gov.au
3. Tender Forms A – F must be completed for each parcel you are tendering for.
4. Tender Forms 3 and 4 should not be submitted. Forests NSW may be request Tender Forms 3 and 4 to be submitted during the Tender evaluation process. If so, details must be returned with three (3) working days of Forests NSW making the request.
5. Blank Tender Forms, for the contracts that you are not tendering for, should not be submitted.

LODGEMENT OF DOCUMENTS

All tender documents must be received in the tender box by 2:00pm Thursday, 6 March 2008.

Each tender comprising the tender forms and associated documents must be placed in a sealed envelope marked “**Confidential – Macquarie Region Contract Cable Harvesting and Haulage Tender (2008)**” and lodged by:

Posting to: Forests NSW
The Tender Box
Locked Bag 23
PENNANT HILLS NSW 2120

Or Hand-delivered to:
Tender Box
121 Oratava Ave
WEST PENNANT HILLS NSW 2125

Or Facsimile:
(02) 9872 9093
Faxed bids must be received IN FULL to be considered.

Upon receipt of tenders, FNSW will place them in a locked box and will not open them until after the closing date and time. Posted or couriered tender documents received after the closing date and time, or hand delivered tender documents that arrive after the closing date or time will not be considered.

CHECKLIST

To ensure that your tender is complete, have you:

- q** Read and understood all information presented in the ITT (and any supplementary advice).
- q** Attended the relevant Information Session and received (read and understood) the model harvesting and/or haulage agreements.
- q** Attended the Forest Inspection.
- q** Completed Tender Forms A to F for the relevant contracts, answering all questions.
- q** Signed all pages where indicated.
- q** Attached up-to-date photos of all second hand and existing equipment proposed and up-to-date manufacturer's pamphlets and/or photos of all new equipment proposed.
- q** Attached a copy of your company's health and safety policy (if available).
- q** Attached a copy of the contents page of your company's Safety Management System (SMS) manual or plan (if available).
- q** Attached a copy of your company's quality control system and procedures (if available).

**PARCEL 1 – STEEP UNTHINNED CLEARFALL (CABLE)
HARVESTING BASE QUANTITY 50,000 TPA**

TENDER FORM 1A - PROPONENT DETAILS

Company Name :
.....

ACN No :

ABN No :

Mailing Address :
.....
.....

Post Code :

E-mail Address :

Telephone Numbers:

Business Hours :

After Hours :

Mobile :

Facsimile :

Names of Principals/Directors:

.....
.....

Company Director Signature:

**PARCEL 1 – STEEP UNTHINNED CLEARFALL (CABLE)
HARVESTING BASE QUANTITY 50,000 TPA**

TENDER FORM 1B – CONTRACTING EXPERIENCE

Please provide details of contracting works performed involving the use of heavy equipment or trucks (forest, earthmoving, freight transport, other) undertaken during the past three (3) years (attach additional pages if required).

1. Details of forest areas worked in by proponent or other relevant work during the past three (3) years

Company / Forest Owner	Location	Forest Description (if applicable)	Contact Person	Contact Phone Number	Type of work (quantity)	Period
<i>Eg. FNSW</i>	<i>Tumut</i>	<i>Pine Plantation</i>	<i>Mr. A White</i>	<i>02 1111 1111</i>	<i>Harvest and Haul, 250,000 tpa</i>	<i>1994 to current</i>

2. Details of timber mills supplied by proponent during past three (3) years (if applicable)

Timber Mill	Location	Contact Person	Contact Phone Number	Approximate Volume Supplied (Tonnes)	Period
<i>Eg: ABC Sawmills</i>	<i>Tumut</i>	<i>D. Red</i>	<i>02 7777 7777</i>	<i>12,000 t</i>	<i>06/01 – 12/02</i>

Company Director Signature:

**PARCEL 1 – STEEP UNTHINNED CLEARFALL (CABLE)
HARVESTING BASE QUANTITY 50,000 TPA
TENDER FORM 1C – EXPERIENCE OF KEY PERSONNEL AND
SUBCONTRACTORS**

Please provide names and brief resumes of experience of key personnel (including contractor principals and bush supervisors) and sub-contractors to be involved in the day-to-day management and administration of the contract in the event that your tender is successful. Information for each key person should include recent employment details including contact details for employers over the past three (3) years together with details of any formal training and accreditation (attach additional pages if necessary).

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Company Director Signature:

**PARCEL 1 – STEEP UNTHINNED CLEARFALL (CABLE)
HARVESTING BASE QUANTITY 50,000 TPA
TENDER FORM 1D – EQUIPMENT**

1. Primary Harvesting Equipment to be used

Function	Make/Model	Year of Manufacture	Machine Hours	Ownership
<i>Eg: Harvesting</i>	<i>Timbco/Waratah T475E/624</i>	<i>2003</i>	<i>0</i>	<i>To be purchased</i>

Proponents are required to attach up-to-date photos of all second hand and existing equipment proposed and up-to-date manufacturer's pamphlets and/or photos of all new equipment proposed.

2. Back up Harvesting equipment to be used

Function	Make/Model	Year of Manufacture	Machine Hours	Ownership

3. Description of harvesting operating system including any special features

4. Proposed location of workshop and administration facilities

Company Director Signature:

**PARCEL 1 – STEEP UNTHINNED CLEARFALL (CABLE)
HARVESTING BASE QUANTITY 50,000 TPA
TENDER FORM 1E – SAFETY MANAGEMENT SYSTEMS (SMS)
QUESTIONNAIRE (PAGE 1)**

This questionnaire must be completed by proponents submitting tenders for contract activities within FNSW. The information provided will be considered in the evaluation of tender proposals and is to be completed by personnel responsible for the management of the program.

The object of the questionnaire is to provide FNSW personnel with an overview of the current status of safety management with prospective contractors. Successful proponents may be required to submit additional evidence in support of their program.

Person completing questionnaire:

Company:

Position:

1. SMS Policy and Management

- | | | | | | |
|-----|--|-----|---|----|---|
| 1.1 | Does your company have a health and safety policy? If yes, please provide a copy | Yes | q | No | q |
| 1.2 | Does your company have a documented SMS manual or plan? If yes, please attach <i>only</i> a copy of the contents page | Yes | q | No | q |
| 1.3 | Does the company have any external certifications/audits conducted by an independent authority in respect of your SMS? If yes, please provide details. | Yes | q | No | q |

- | | | | | | |
|-----|---|-----|---|----|---|
| 1.4 | Are health and safety responsibilities clearly defined for all levels of personnel? | Yes | q | No | q |
|-----|---|-----|---|----|---|

2. SMS Induction and Training

- | | | | | | |
|-----|--|-----|---|----|---|
| 2.1 | Is health and safety management training undertaken within your operation? | Yes | q | No | q |
| 2.2 | Is a record maintained of all training and induction programs undertaken for employees/sub-contractors and visitors in your company? | Yes | q | No | q |
| 2.3 | Are managers and supervisors trained in their health and safety responsibilities? | Yes | q | No | q |

3. Consultation

- | | | | | | |
|-----|---|-----|---|----|---|
| 3.1 | Is there a workplace health and safety committee with employee elected representatives? | Yes | q | No | q |
| 3.2 | Are employees involved in decision making over health and safety matters? | Yes | q | No | q |

Company Director Signature:

**PARCEL 1 – STEEP UNTHINNED CLEARFALL (CABLE)
HARVESTING BASE QUANTITY 50,000 TPA
TENDER FORM 1E – SAFETY MANAGEMENT SYSTEMS (SMS)
QUESTIONNAIRE (PAGE 2)**

- 3.3 Does your company SMS require that you conduct and record relevant information with respect to the following?
- | | | | | | |
|-------|--|-----|--------------------------|----|--------------------------|
| 3.3.1 | Toolbox Meetings | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 3.3.2 | Shift Meetings | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 3.3.3 | Safety Committee Meetings | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 3.3.4 | Management Meetings where safety is an agenda item | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
- 4. Safe Work Practices and Procedures**
- 4.1 Has your company developed and implemented safe operating procedures or instructions for activities relevant to the detail of the tender? Yes ☐ No ☐
- 4.2 Is there a documented incident report and investigation procedure that includes the consideration of near miss incidents? Yes ☐ No ☐
- 4.3 Are there procedures for maintaining, inspecting and assessing the hazards of plant operated/owned by the company? If yes, please provide details. Yes ☐ No ☐
-
- 4.4 Are there procedures for storing and handling hazardous substances? Yes ☐ No ☐
- 4.5 Are material safety data sheets (MSDS) held by the company < 5years old for all substances deemed to hazardous? Yes ☐ No ☐
- 4.6 Are there procedures for identifying, assessing and controlling risks associated with manual handling? If yes, please provide details. Yes ☐ No ☐
-
- 5. Risk Management**
- 5.1 Does your company have a documented risk assessment procedure that addresses as a minimum the following?
- 5.1.1 Non-generic work site specific hazards Yes ☐ No ☐

Company Director Signature:

**PARCEL 1 – STEEP UNTHINNED CLEARFALL (CABLE)
HARVESTING BASE QUANTITY 50,000 TPA
TENDER FORM 1E – SAFETY MANAGEMENT SYSTEMS (SMS)
QUESTIONNAIRE (PAGE 3)**

5.1.2	Risks associated with plant and equipment in use within your operation	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.1.3	Manual handling issues associated with activities undertaken by personnel	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.1.4	Purchasing issues requiring assessments be undertaken prior to the commissioning of new plant and equipment or the introduction of new materials or substances into the workplace	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.1.5	Personnel protective equipment and clothing	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.2	Does the procedure require formal documentation detailing risk rating, identification and implementation of controls and on-going monitoring or review?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
6.	Emergency Management				
6.1	Does your company have a documented emergency management procedure that addresses as a minimum the following?				
6.1.1	First Aid requirements including facilities and trained personnel	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
6.1.2	Provision, maintenance and monitoring of emergency equipment eg. fire suppression units	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
6.1.3	General evacuation and medical emergency evacuation procedures	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
6.2	Are all personnel instructed or drilled in the procedure?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
7.	Plant and Equipment Maintenance/Inspection				
7.1	Is there a documented maintenance programme in place that has been implemented in accordance with manufacturer's recommendations?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
7.2	Are there documented pre-use inspections implemented to ensure that plant and equipment is in a safe working condition prior to commencement of daily operations?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
7.3	Is there a documented plant and equipment fault reporting programme implemented?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
8.	Sub-Contractor Management				
8.1	Where your company engages sub-contractors is there a programme of management in place that ensures the following?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
8.1.1	Adequate records are maintained that cover the nature of the activities that your company is sub-contracting them to perform	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
8.1.2	Currency of licensing/accreditation required by all relevant authorities in undertaking the activities that your company has sub-contracted them to perform	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
8.1.3	Sub-contractors have their own SMS or agree to abide by the requirements of the contracting company	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Company Director Signature:

**PARCEL 1 – STEEP UNTHINNED CLEARFALL (CABLE)
HARVESTING BASE QUANTITY 50,000 TPA
TENDER FORM 1E – SAFETY MANAGEMENT SYSTEMS (SMS)
QUESTIONNAIRE (PAGE 4)**

- | | | | | | |
|---------------------------------------|---|-----|--------------------------|----|--------------------------|
| 8.2 | Are sub-contractors included in the induction and consultation processes undertaken by the company? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 8.3 | Are all sub-contractor personnel required to report any incident including near-miss and observed hazards to an appointed company representative? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 9. Workplace Inspections | | | | | |
| 9.1 | Are regular, scheduled inspections undertaken at worksites occupied by your company? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 9.2 | Are workplace inspection checklists used to conduct health and safety inspections? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 9.3 | Is there a procedure by which employees can report hazards at workplaces? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 9.4 | Are sub-contractor activities included in the inspection? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 10. SMS Performance Monitoring | | | | | |
| 10.1 | Is there a system for recording and analysing health and safety performance statistics? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 10.2 | Are employees regularly provided with information on company health and safety performance? If yes, please provide details. | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

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- 10.3 Please provide the following statistical data for the last three years for comparable operations to this contract.
- | | Year 1 | Year 2 | Year 3 |
|------------------------------------|--------|--------|--------|
| 10.3.1 Man-hours worked | _____ | _____ | _____ |
| 10.3.2 No of lost time injuries | _____ | _____ | _____ |
| 10.3.3 No of all injuries reported | _____ | _____ | _____ |
- 10.4 Has your company ever had a fatality or been convicted of an occupational health and safety offence? If yes, please provide details.
- | | | | | |
|--|-----|--------------------------|----|--------------------------|
| | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|--|-----|--------------------------|----|--------------------------|

Company Director Signature:

**PARCEL 1 – STEEP UNTHINNED CLEARFALL (CABLE)
HARVESTING BASE QUANTITY 50,000 TPA
TENDER FORM 1E – SAFETY MANAGEMENT SYSTEMS (SMS)
QUESTIONNAIRE (PAGE 5)**

- 10.5 Has your company received an infringement notice or warning from a government Occupational Health and Safety agency in the last three years? Yes ☐ No ☐
If yes, please provide details.

11. Company Reference

If not currently engaged by FNSW or NSW, please provide the following information for the most recent harvesting and/or haulage contract held by the company:

Contract Description:

Client:

Client Contact:

Number of person days on contract:

Total days lost due to injuries:

12. Additional Information

If deemed necessary, please detail any additional information relevant to your company's SMS that you consider may be relevant to your tender.

Signed:

Date:

**PARCEL 1 – STEEP UNTHINNED CLEARFALL (CABLE)
HARVESTING BASE QUANTITY 50,000 TPA**

TENDER FORM 1F – PRICING

1. Tendered Reference Rate (TRR) (\$/tonne at Roadside)

Quantity Range (tonnes/annum)	Steep Unthinned Clearfall (Cable) – 60,000 tpa TRR applies to sawlog 18cm sed, lengths 4.3m – 6.1m
<45,000 – 49,999	
50,000 – 54,999	
55,000 – >60,000	

All prices requested and referred to in this document are expressed in Australian dollars (AUD), exclusive of GST.

Company Director Signature:

**PARCEL 2 – LOAD AND HAUL 1,750,000 TKM TPA,
(BASED ON 30,000 TPA AVERAGE LEAD DISTANCE 58KM)**

TENDER FORM 2A - PROPONENT DETAILS

Company Name :

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ACN No :

ABN No :

Mailing Address :

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Post Code :

E-mail Address :

Telephone Numbers:

Business Hours :

After Hours :

Mobile :

Facsimile :

Names of Principals/Directors:

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Company Director Signature:

PARCEL 2 – LOAD AND HAUL 1,750,000 TKM TPA,**TENDER FORM 2B – CONTRACTING EXPERIENCE**

Please provide details of contracting works performed involving the use of heavy equipment or trucks (forest, earthmoving, freight transport, other) undertaken during the past three (3) years (attach additional pages if required).

1. Details of forest areas worked in by proponent or other relevant work during the past three (3) years

Company / Forest Owner	Location	Forest Description (if applicable)	Contact Person	Contact Phone Number	Type of work (quantity)	Period
<i>Eg. FNSW</i>	<i>Tumut</i>	<i>Pine Plantation</i>	<i>Mr. A White</i>	<i>02 1111 1111</i>	<i>Harvest and Haul, 250,000 tpa</i>	<i>1994 to current</i>

2. Details of timber mills supplied by proponent during past three (3) years (if applicable)

Timber Mill	Location	Contact Person	Contact Phone Number	Approximate Volume Supplied (Tonnes)	Period
<i>Eg: ABC Sawmills</i>	<i>Tumut</i>	<i>D. Red</i>	<i>02 7777 7777</i>	<i>12,000 t</i>	<i>06/01 – 12/02</i>

Company Director Signature:

PARCEL 2 – LOAD AND HAUL 1,750,000 TKM TPA,
TENDER FORM 2C – EXPERIENCE OF KEY PERSONNEL AND
SUBCONTRACTORS

Please provide names and brief resumes of experience of key personnel (including contractor principals and bush supervisors) and sub-contractors to be involved in the day-to-day management and administration of the contract in the event that your tender is successful. Information for each key person should include recent employment details including contact details for employers over the past three (3) years together with details of any formal training and accreditation (attach additional pages if necessary).

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Company Director Signature:

PARCEL 2 – LOAD AND HAUL 1,750,000 TKM TPA,
TENDER FORM 2D – EQUIPMENT

1. Proposed location of workshop and administration facilities

2. Primary Haulage Equipment to be used

Function	Make/Model	Year of Manufacture	KM	Ownership

3. Back up Haulage Equipment

Function	Make/Model	Year of Manufacture	KM	Ownership

4. Description of haulage operating system including any special features

5. Proposed shift arrangements (haulage and delivery hours)

Company Director Signature:

PARCEL 2 – LOAD AND HAUL 1,750,000 TKM TPA,

TENDER FORM 2E – SAFETY MANAGEMENT SYSTEMS (SMS)

QUESTIONNAIRE (PAGE 1)

This questionnaire must be completed by proponents submitting tenders for contract activities within FNSW. The information provided will be considered in the evaluation of tender proposals and is to be completed by personnel responsible for the management of the program.

The object of the questionnaire is to provide FNSW personnel with an overview of the current status of safety management with prospective contractors. Successful proponents may be required to submit additional evidence in support of their program.

Person completing questionnaire:

Company:

Position:

1. SMS Policy and Management

- | | | | | | |
|-----|--|-----|--------------------------|----|--------------------------|
| 1.1 | Does your company have a health and safety policy? If yes, please provide a copy | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 1.2 | Does your company have a documented SMS manual or plan? If yes, please attach <i>only</i> a copy of the contents page | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 1.3 | Does the company have any external certifications/audits conducted by an independent authority in respect of your SMS? If yes, please provide details. | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

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- | | | | | | |
|-----|---|-----|--------------------------|----|--------------------------|
| 1.4 | Are health and safety responsibilities clearly defined for all levels of personnel? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|---|-----|--------------------------|----|--------------------------|

2. SMS Induction and Training

- | | | | | | |
|-----|--|-----|--------------------------|----|--------------------------|
| 2.1 | Is health and safety management training undertaken within your operation? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 2.2 | Is a record maintained of all training and induction programs undertaken for employees/sub-contractors and visitors in your company? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 2.3 | Are managers and supervisors trained in their health and safety responsibilities? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

3. Consultation

- | | | | | | |
|-----|---|-----|--------------------------|----|--------------------------|
| 3.1 | Is there a workplace health and safety committee with employee elected representatives? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 3.2 | Are employees involved in decision making over health and safety matters? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

Company Director Signature:

PARCEL 2 – LOAD AND HAUL 1,750,000 TKM TPA,
TENDER FORM 2E – SAFETY MANAGEMENT SYSTEMS (SMS)
QUESTIONNAIRE (PAGE 2)

- 3.3 Does your company SMS require that you conduct and record relevant information with respect to the following?
- | | | | | | |
|-------|--|-----|--------------------------|----|--------------------------|
| 3.3.1 | Toolbox Meetings | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 3.3.2 | Shift Meetings | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 3.3.3 | Safety Committee Meetings | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 3.3.4 | Management Meetings where safety is an agenda item | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
- 4. Safe Work Practices and Procedures**
- 4.1 Has your company developed and implemented safe operating procedures or instructions for activities relevant to the detail of the tender? Yes ☐ No ☐
- 4.2 Is there a documented incident report and investigation procedure that includes the consideration of near miss incidents? Yes ☐ No ☐
- 4.3 Are there procedures for maintaining, inspecting and assessing the hazards of plant operated/owned by the company? If yes, please provide details. Yes ☐ No ☐
-
- 4.4 Are there procedures for storing and handling hazardous substances? Yes ☐ No ☐
- 4.5 Are material safety data sheets (MSDS) held by the company < 5years old for all substances deemed to hazardous? Yes ☐ No ☐
- 4.6 Are there procedures for identifying, assessing and controlling risks associated with manual handling? If yes, please provide details. Yes ☐ No ☐
-
- 5. Risk Management**
- 5.1 Does your company have a documented risk assessment procedure that addresses as a minimum the following?
- 5.1.1 Non-generic work site specific hazards Yes ☐ No ☐

Company Director Signature:

PARCEL 2 – LOAD AND HAUL 1,750,000 TKM TPA,**TENDER FORM 2E – SAFETY MANAGEMENT SYSTEMS (SMS)
QUESTIONNAIRE (PAGE 3)**

5.1.2	Risks associated with plant and equipment in use within your operation	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.1.3	Manual handling issues associated with activities undertaken by personnel	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.1.4	Purchasing issues requiring assessments be undertaken prior to the commissioning of new plant and equipment or the introduction of new materials or substances into the workplace	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.1.5	Personnel protective equipment and clothing	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.2	Does the procedure require formal documentation detailing risk rating, identification and implementation of controls and on-going monitoring or review?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
6.	Emergency Management				
6.1	Does your company have a documented emergency management procedure that addresses as a minimum the following?				
6.1.1	First Aid requirements including facilities and trained personnel	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
6.1.2	Provision, maintenance and monitoring of emergency equipment eg. fire suppression units	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
6.1.3	General evacuation and medical emergency evacuation procedures	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
6.2	Are all personnel instructed or drilled in the procedure?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
7.	Plant and Equipment Maintenance/Inspection				
7.1	Is there a documented maintenance programme in place that has been implemented in accordance with manufacturer's recommendations?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
7.2	Are there documented pre-use inspections implemented to ensure that plant and equipment is in a safe working condition prior to commencement of daily operations?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
7.3	Is there a documented plant and equipment fault reporting programme implemented?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
8.	Sub-Contractor Management				
8.1	Where your company engages sub-contractors is there a programme of management in place that ensures the following?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
8.1.1	Adequate records are maintained that cover the nature of the activities that your company is sub-contracting them to perform	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
8.1.2	Currency of licensing/accreditation required by all relevant authorities in undertaking the activities that your company has sub-contracted them to perform	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
8.1.3	Sub-contractors have their own SMS or agree to abide by the requirements of the contracting company	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Company Director Signature:

PARCEL 2 – LOAD AND HAUL 1,750,000 TKM TPA,

TENDER FORM 2E – SAFETY MANAGEMENT SYSTEMS (SMS)

QUESTIONNAIRE (PAGE 4)

- | | | | | | |
|---------------------------------------|---|--------|---|--------|--------|
| 8.2 | Are sub-contractors included in the induction and consultation processes undertaken by the company? | Yes | q | No | q |
| 8.3 | Are all sub-contractor personnel required to report any incident including near-miss and observed hazards to an appointed company representative? | Yes | q | No | q |
| 9. Workplace Inspections | | | | | |
| 9.1 | Are regular, scheduled inspections undertaken at worksites occupied by your company? | Yes | q | No | q |
| 9.2 | Are workplace inspection checklists used to conduct health and safety inspections? | Yes | q | No | q |
| 9.3 | Is there a procedure by which employees can report hazards at workplaces? | Yes | q | No | q |
| 9.4 | Are sub-contractor activities included in the inspection? | Yes | q | No | q |
| 10. SMS Performance Monitoring | | | | | |
| 10.1 | Is there a system for recording and analysing health and safety performance statistics? | Yes | q | No | q |
| 10.2 | Are employees regularly provided with information on company health and safety performance? If yes, please provide details. | Yes | q | No | q |
| | | | | | |
| | | | | | |
| | | | | | |
| 10.3 | Please provide the following statistical data for the last three years for comparable operations to this contract. | | | | |
| | | Year 1 | | Year 2 | |
| | | | | | Year 3 |
| | 10.3.1 Man-hours worked | _____ | | _____ | _____ |
| | 10.3.2 No of lost time injuries | _____ | | _____ | _____ |
| | 10.3.3 No of all injuries reported | _____ | | _____ | _____ |
| 10.4 | Has your company ever had a fatality or been convicted of an occupational health and safety offence? If yes, please provide details. | Yes | q | No | q |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

Company Director Signature:

PARCEL 2 – LOAD AND HAUL 1,750,000 TKM TPA,
TENDER FORM 2E – SAFETY MANAGEMENT SYSTEMS (SMS)
QUESTIONNAIRE (PAGE 5)

- 10.5 Has your company received an infringement notice or warning from a government Occupational Health and Safety agency in the last three years? Yes ☐ No ☐
If yes, please provide details.

11. Company Reference

If not currently engaged by FNSW or NSW, please provide the following information for the most recent harvesting and/or haulage contract held by the company:

Contract Description:

Client:

Client Contact:

Number of person days on contract:

Total days lost due to injuries:

12. Additional Information

If deemed necessary, please detail any additional information relevant to your company's SMS that you consider may be relevant to your tender.

Signed:

Date:

PARCEL 2 – LOAD AND HAUL 1,750,000 TKM TPA,

TENDER FORM 2F – PRICING

1. Tendered Haulage Prices up to 200km

Proponents must supply a single tendered price regardless of vehicle configuration proposed.

Lead Distance (km – one way)	7 Axle General Access, 3.7m to 6.1m log Tendered Price (\$/GMT)	7 Axle B-Double Route, 3.7m to 6.1m log Tendered Price (\$/GMT)	7 Axle General Access, 2.5m & 3.1m log Tendered Price (\$/GMT)	7 Axle B-Double Route, 2.5m & 3.1m log Tendered Price (\$/GMT)
0 – 20				
20.1-25				
25.1-30				
30.1-35				
35.1-40				
40.1-45				
45.1-50				
50.1-55				
55.1-60				
60.1-65				
65.1-70				
70.1-75				
75.1-80				
80.1-85				
85.1-90				
90.1-95				
95.1-100				
100.1-110				
110.1-120				
120.1-130				
130.1-140				
140.1-150				
150.1-160				
160.1-170				
170.1-180				
180.1-190				
190.1-200				
Load				

All prices requested and referred to in this document are expressed in Australian dollars (AUD), exclusive of GST.

2. Tendered Adjustment Percentages to apply to Base Haulage Rates

Quantity Range (tonne kilometres/annum)	Adjustment %
1,487,500 and below (<85%)	
1,487,501 – 1,575,000 (85.1% - 90%)	
1,575,001 – 1,925,000 (90.1% - 110%)	Base Rates Apply
1,925,001 – 2,012,499 (110.1% - 115%)	
2,012,500 and above (>115.1%)	

Company Director Signature:

TENDER FORM 3 – FINANCIAL INFORMATION

Tender Form 3 is not required to be submitted with Tender Forms 1 or 2.

Tender Form 3 may be requested during the tender assessment process. If so details must be returned within 3 working days of Forests NSW making the request.

1. Proponents may be requested to provide information that demonstrates the financial capacity to undertake the harvest and/or haulage work. Information may include but is not limited to balance sheets, cash flow statements and profit and loss statements for a number of years or any additional information the proponent may provide in support of their tender (attach additional pages as required).

1. Financial Statements for at least three (3) years

1.1	Balance sheets attached?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
1.2	Cash flow statements attached?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
1.3	Profit and loss statements attached?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
1.4	Additional financial supportive information attached?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

2. Proponents may be requested to provide information that demonstrates planning for capital equipment purchases over the base term of the contract. Tender Form4 provides a model capital plan template to assist the proponent in demonstrating capital planning for equipment purchases. Use of the attached model capital plan is optional, proponents may provide capital planning information in company specific format

2. Capital plan for equipment purchases over the base term of the contract (4 or 5 years)

2.1	Capital plan attached?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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3. Proponents may be requested to provide additional key financial data including but not limited to; predicted annual income, total assets, cash (or cash-equivalent), current assets (including debtors), short term liabilities, total debt and shareholder equity

3. Provision of key financial data.

3.1	Predicted annual income data?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
3.2	Total assets data?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
3.3	Cash (or cash equivalent) data?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
3.4	Current assets (including debtors)?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
3.5	Short term liabilities?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
3.6	Total debt?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
3.7	Shareholder equity?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Company Director Signature:

TENDER FORM 4 – ATTACHMENT 2.1 - MODEL CAPITAL PLAN

		Date of Purchase	Original Cost	Current WDV	Periodic Depreciation				EoY Net Assets £ -	EoFinYr WDV	Q3 2007	Q4 2007	Q1 2008	Q2 2008	EoY Net Assets £ -	EoFinYr WDV	Q3 2008	Q4 2008	Q1 2009	Q2 2009	EoY Net Assets £ -	EoFinYr WDV	
					Q3 2006	Q4 2006	Q1 2007	Q2 2007															
Existing Capital Items																							
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Company Director Signature: