

1. SUMMARY OF SERVICES

1.1 State Transit is inviting Tenders for the supply and administration of the following Vaccinations (the 'Services') at Sydney Buses, Newcastle Buses and Western Sydney Buses:

- (a) Influenza Vaccinations – offered for all staff.
- (b) Hepatitis B Vaccinations – offered for bus cleaners, body builders, engineering repair assistants, customer service co-ordinators and first aid officers.
- (c) Post-vaccination serological testing to ascertain if the Hepatitis B Vaccinations have elicited a positive response.

1.2 The Services shall be provided by the Contractor:

- (a) Influenza Vaccinations as an annual program.
- (b) Hepatitis B Vaccinations - scheduled by the Contractor to include all consenting eligible staff during the first 12 months of the Contract, and new employees on an annual basis thereafter.
- (c) Post-vaccination serological testing - 4 weeks following the third dose of Hepatitis B vaccine.

1.3 The administration of the Vaccinations shall be performed by suitably registered, qualified and experienced Practitioners.

Full details of the Service specification are provided at Part D to the Tender.

1.4 Vaccinations are not compulsory for State Transit employees and intended recipients must demonstrate voluntary acceptance, and documented proof is to be obtained of the informed consent, for each Vaccination. For this reason State Transit does not guarantee any quantity of Services under the Contract.

1.5 The Contract shall operate for a period of three (3) years from the Commencement Date with options for further extensions of 2 x 12-month periods at the sole discretion of State Transit. The Contract Term includes any extension due to the exercise of an option of the Services granted by State Transit in accordance with these conditions.

1.6 It is State Transit's preference to award all of the Services to one Contractor, however, if advantageous, State Transit may award contracts for the Services to a number of suppliers.

2. STATE TRANSIT AUTHORITY ORGANISATION

2.1 The State Transit Authority of New South Wales (State Transit) is a statutory authority established under the Transport Administration Act 1988. State Transit has vested in it by Part 3 Division 2 of the Act, the

power to enter into commercial contracts and arrangements of the type contemplated by this Invitation to Tender.

- 2.2 It is the responsibility of State Transit to operate Bus services within the Sydney and Newcastle urban areas. It is the charter of State Transit to provide these services to the community in a safe, professional and commercial manner.

3. NEW SOUTH WALES GOVERNMENT AND STATE TRANSIT POLICIES

- 3.1 The attention of all Tenderers is drawn to the New South Wales Government Procurement Policy which may apply to this Tender. Attention is further drawn to various State Transit policies which may also apply to this Tender. Copies of all relevant policies will be made available on request. All Tenderers, by submitting their Tenders, acknowledge their willingness to comply with such policies to the extent that they are relevant and applicable to this Tender.