

TENDERER INSTRUCTION SHEET

Logan Hospital Expansion

MANDATORY READ

John Holland Queensland Pty Ltd (JHG) has been appointed the Managing Contractor for the Logan Hospital Expansion Program project (LHEX).

The project includes:

- an additional 206 beds and treatment spaces
- a vertical expansion of Building 3 (emergency department building), delivering four new floors
- building-in of the ground floor of Building 3
- refurbishment of clinical, clinical support and operational service support areas in the other existing hospital buildings (Buildings 1 & 2).



THREE STAGE PROCUREMENT PROCESS

The procurement process for LHEX is designed to maximise the use of local business, indigenous participation, create local employment opportunities, form local alliances, and most importantly, to maintain the utmost of confidentiality and probity.

This process, which has been prescribed to John Holland by the QLD State Government, must follow strict guidelines. The State Government will be present to open tenders in the Aconex Tender secure lock box, and as such, tenders received after the closing date and time **will not** and **cannot** be considered. This process aligns with the compliance requirements of the [Queensland Procurement Policy](#) and [Best Practice Principals](#).

Key stages of procurement for the project are as follows:

- STAGE 1** - Registration of Interest (**ROI**) – Subcontractors & suppliers register their interest in the package.
- STAGE 2** - Expression of Interest (**EOI**) – Suitable subcontractors & suppliers are invited to submit an EOI.
- STAGE 3** - Request for Tender (**RFT**) – Suitable subcontractors & suppliers are invited to submit an RFT Award – Ongoing review & compliance reporting.

STAGE 1 – REGISTRATION OF INTEREST (ROI)

Registrations of interest are to be submitted via the ICN (Industry Capability Gateway) Gateway for *each trade package*. The ICN Gateway is used to ensure all subcontractors (both small and large) have an equal opportunity to register interest. A questionnaire will be used to screen compliance with JHG's safety, quality and environmental (SQE) management systems, and ensure capability, financial capacity and adequate and appropriate experience to deliver the works.

Subcontractors will need to wait for the relevant trade package to be prepared and opened. Once the trade package is open on the ICN Gateway, subcontractors are to register their interest at <https://lhcx.icn.org.au>. An option is available to register interest in either part of the package scope, or the full scope of works.

STAGE 2 – EXPRESSION OF INTEREST (EOI)

Once JHG has reviewed ROI's, subcontractors will be evaluated based on compliance with safety, quality and environmental (SQE) management systems, financial capacity and adequate experience.

JHG will **invite** suitably qualified subcontractors to submit an EOI through the Aconex Tender module. JHG will issue the following EOI documents:

- Invitation to Expression of Interest (Doc Ref 1.01)
- Detailed EOI Questionnaire (Doc Ref 1.02)
- Confidentiality Agreement (Doc Ref 1.03)

Although the Invitation to Expression of Interest will be issued via the Aconex Tender module, this is a pre-qualification process and **NO quotations or tenders are to be provided**.

The EOI responses will be reviewed and assessed against pre-determined evaluation criteria and weightings.

STAGE 3 – REQUEST FOR TENDER (RFT)

At RFT stage, JHG will invite shortlisted and suitable subcontractors to submit a tender for the applicable trade package. The RFT and tender documents will be issued via the Aconex Tender module. JHG and the State Government will have no visibility of the tenders until the tender closes. Once the tender period has closed, late tenders **cannot** be submitted and will therefore **not be considered**.

EVALUATION OF ALL STAGES

John Holland in its absolute discretion may decline to consider, proceed with or accept the lowest, best value or any tender submission, and may at their discretion accept any tender submission in whole or in part, notwithstanding anything contained to the contrary within any document.

In evaluating tender submissions, JHG shall seek to identify that which offers the best value for money, maximises the use of local businesses and indigenous personnel, has a demonstrated commitment to Workplace Health and Safety, apprentices, trainees, and the Best Practice Principals, and a demonstrated history of compliance with the Government Procurement and Tendering policies. In the event a tender submission or any aspect thereof is not acceptable to JHG and resolution of such differences cannot be achieved, JHG may, at its discretion, reject the tender submission.

JHG shall not be liable for payment of any costs of any nature whatsoever, nor liable for any claim for damages against JHG in relation to the preparation or submission of the tender submission.