



# **TAMWORTH REGIONAL COUNCIL**

## **EXPRESSION OF INTEREST**

### **MARKETING AND SALES AGENCIES FOR THE TAMWORTH GLOBAL GATEWAY PARK**

**EOI No. E150/2020**

**EOI's Close: 11:00am AEST  
Wednesday, 1 July 2020**

## CONTENTS

|  |          |
|--|----------|
| <b>1. Expression of interest</b>                   | <b>3</b> |
| 1.1 Project background                             | 3        |
| 1.2 Notice to interested parties                   | 3        |
| 1.3 Scope of service                               | 4        |
| 1.4 Expression of interest submission requirements | 4        |
| 1.5 Council's contact person                       | 4        |
| <b>2. Lodgement of expression of interest</b>      | <b>5</b> |
| 2.1 Late Submissions                               | 5        |
| 2.2 EOI Validity Period                            | 5        |
| 2.3 cost of eoi                                    | 5        |
| <b>3. Evaluation</b>                               | <b>5</b> |
| 3.1 Evaluation                                     | 5        |
| 3.2 Assessment criteria                            | 6        |

## 1. EXPRESSION OF INTEREST

### 1.1 PROJECT BACKGROUND

Tamworth Regional Council (Council) has purchased a 246 hectare parcel of land to the west of the Tamworth CBD that is bounded by Goddard Lane to the west, Wallamore Road to the north, Marathon Street to the east, and the Oxley Highway to the south. The land has been purchased to allow Council to facilitate the construction of a road/rail intermodal freight facility and to provide for future industrial and commercial development for Tamworth, collectively named the Tamworth Global Gateway Park (TGGP), formerly known as the Glen Artney Enterprise Area (GAEA).

See Figure 1 for the site of works, including indicative coordinates.

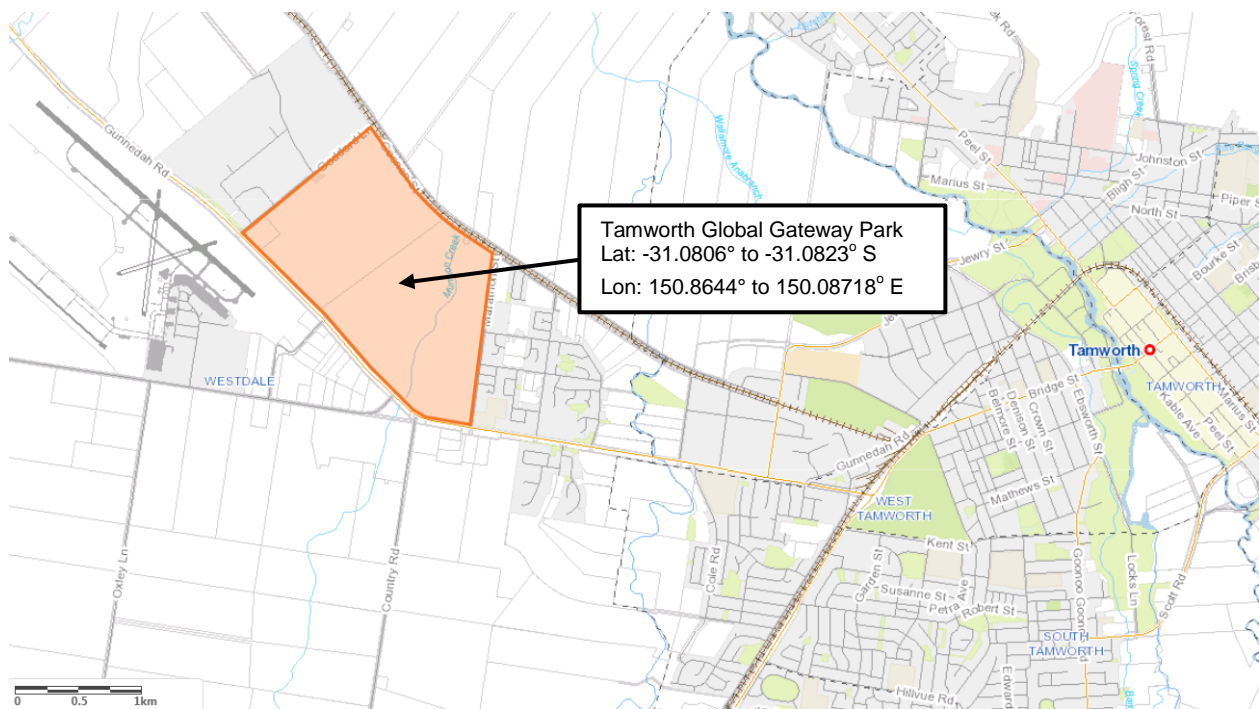


Figure 1 – Site of works

### 1.2 NOTICE TO INTERESTED PARTIES

Council is managing the sales and development of the TGGP and is seeking Expressions of Interest (EOIs) from licensed agents in order to take the property to market. Suitably qualified agents (Agents) will be tasked with providing advice and marketing and taking the property to market and realising sales.

Council may request more than one Agent on the EOI list to complete multiple services, irrespective of whether the services are similar or different in nature.

Council is under no obligation to use all or any Agents on the EOI list and will obtain services from an EOI list Agent at their sole discretion, based on their own assessment of the Agent's suitability for the services being requested.

This EOI is issued pursuant to the Local Government Act 1993 and the Local Government (General) Regulation 2005.

### 1.3 SCOPE OF SERVICE

#### Inclusions

Agents identified from this EOI may be contracted to provide development advice in at least the following areas – they shall be suitably qualified in these areas to be eligible for inclusion in the EOI list;

- Development of marketing strategies and sales staging;
- Lot sale processes;
- National, State and Local business knowledge and market demand for industrial / commercial developments; and
- Introduction of national companies.

#### Exclusions

The following items will not be required to be completed by the Agent and will be provided by either Council or another entity engaged under a separate agreement;

- Project management services;
- Construction management services;
- Service authority liaison (excluding liaison with authorities during development meetings); and
- Contract administration for contracts between Council and an external entity outside of this agreement.

### 1.4 EXPRESSION OF INTEREST SUBMISSION REQUIREMENTS

The Expression of Interest submission shall include the following information:

- A profile providing personnel and/or company details including a primary contact and a list of key personnel;
- A CV detailing previous experience and demonstrating competency in Real Estate Sales and marketing;
- Commission structure including marketing and advertising guides;
- If a national Agent, confirmation of relationship with local Agent, and alternatively if a local agent, confirmation of relationships with national Agent; and
- Availability and cost to attend potential meetings in Tamworth.

Council will evaluate the Expressions of Interest submission at its sole discretion and has no obligation to engage applicants as a result of this EOI. Council may choose to negotiate costs and commissions with the successful EOI company.

This EOI document will not form part of any future agreement; however, may be used to engage an Agent on the EOI list under a separate agreement.

### 1.5 COUNCIL'S CONTACT PERSON

All enquires relating to this EOI are to be directed by email to [trc@tamworth.nsw.gov.au](mailto:trc@tamworth.nsw.gov.au) to the attention of John Sommerlad, Director Business & Community.

Emails must reference Expression of Interest **E150/2020** in the subject line.

Enquiries will be redirected to relevant project management team members as required.

## 2. LODGEMENT OF EXPRESSION OF INTEREST

Expressions of Interest will be received up to 11:00am on Wednesday, 1 July 2020 quoting reference number **E150/2020 – Marketing and Sales Agencies for the Tamworth Global Gateway Park** by one of the following methods:

**Online (preferred):** [www.tenderlink.com/tamworth](http://www.tenderlink.com/tamworth)

**In person:** The General Manager  
Tamworth Regional Council  
Ray Walsh House  
437 Peel Street  
TAMWORTH NSW 2340

**By Post:** The General Manager  
Tamworth Regional Council  
PO Box 555  
TAMWORTH NSW 2340

**By Email:** [trc@tamworth.nsw.gov.au](mailto:trc@tamworth.nsw.gov.au)

**Agents submitting an EOI are encouraged to submit their submission documents online via Tenderlink.**

### 2.1 LATE SUBMISSIONS

The Principal will treat late lodgement of EOI strictly in accordance with the NSW Local Government (General) Regulation 2005, Part 7, Division 4, Clause 177, Consideration of Tenders, Sub Clauses (2), (4) and (5). This document can be downloaded at: [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au)

**Please note that it is the Interested Party's responsibility to ensure that all EOI documents are lodged and received before the deadline following the instructions stated above.**

### 2.2 EOI VALIDITY PERIOD

Expressions of Interest will be valid for a period of 24 months from the closing date.

### 2.3 COST OF EOI

All costs associated with the preparation and submission of the Expression of Interest shall be borne by the interested party.

## 3. EVALUATION

### 3.1 EVALUATION

Evaluation of EOIs and the formation of a reference panel of Agents will be undertaken in accordance with the requirements of the Local Government (General) Regulation 2005 and the Local Government Act 1993.

EOIs will be evaluated against the list of assessment criteria as set out below.

After the closing of EOIs, interested parties may be required to provide further information in relation to their submission in order to assist Council with its evaluation. If so required, interested parties shall submit such information in writing within three working days after the receipt of such a request.

Whether successful or unsuccessful, all interested parties shall be notified in writing or electronically via email.

### 3.2 ASSESSMENT CRITERIA

The following criteria will each be given a weighting that will be used to assess the EOIs. Each of the following criteria **MUST** be addressed in your EOI submission. If you fail to address any of these criteria, your submission may be considered non-conforming. The criteria are (in no particular order):

- Quality, previous experience, qualifications and references;
- Demonstrated capacity and resources;
- Compliance with the invitation to submit an EOI; and
- Full disclosure of commission and sales and marketing costs and any costs to attend meetings in Tamworth.

The weighting of the above criteria shall not be disclosed to any party.