

Expression of interest

Area Q

Response form

Respondent's details

| | |
|----------------------|--|
| Trading name: | |
| Legal name: | |
| Name of directors: | |
| Address for service: | |

Respondent's representative

The Respondent's representative (primary contact person) submitting this EOI response is:

| | |
|------------------------------|--|
| Respondent's representative: | |
| Contact number: | |
| Postal address: | |
| Email: | |

1. Expertise and track record

20%

Respondents are to provide an overview of their experience, company structure, key personnel and examples of recently completed comparable developments.

2. Proposed transaction terms

60%

Respondents are to provide an overview of their proposed transaction terms, including price and conditions.

3. Indicative vision and concept

20%

Respondents are to high-level overview of your vision and concept for the development of the site, including how the site can be best developed to meet or exceed Council's desired outcomes.

Respondents shall include a high-level development programme that considers all key milestones of a development of this nature.

4. Any additional information

Please outline any additional information or aspects that are considered to be relevant to this Expression of Interest.

Validity of respondent's response (declaration)

All Respondents submitting a response to this EOI are required to complete and sign this declaration confirming the information given to Council in response to this EOI and any other document provided as part of the response to this EOI is true and correct in all aspects.

Declaration

From:

I/We declare that the information provided to Council in response to this EOI is true and correct in all aspects. By submitting an EOI, I/We represent and warrant that in the event I/We are selected as a Shortlisted Respondent, I/We will submit a proposal in response to any Request for Proposals issued by Council substantially on the basis set out in and reasonably inferred from this EOI.

Signature (of duly authorised officer)

Signed By:

Print Name:

Designation:

Date:

Confidentiality agreement

Respondents are to indicate their acceptance of the need to enter into a Confidentiality Agreement (shortlisted respondent will be advised of the terms and conditions at the conclusion of the EOI process) and confirm that should they be shortlisted they will execute and deliver the signed agreement to Council prior to receiving a copy of the RFP.

Tick as appropriate:

Yes

No

From:

Signed By:

Print Name:

Designation:

Date:

Conflicts of interest declaration

Respondents are to indicate their acceptance of the need to enter into a Confidentiality Agreement (shortlisted respondent will be advised of the terms and conditions at the conclusion of the EOI process) and confirm that should they be shortlisted they will execute and deliver the signed agreement to Council prior to receiving a copy of the RFP.

From:

A conflict of interest arises if a Respondent's personal or business interests or obligations do, could, or could be perceived to, conflict with its obligations to Council under the EOI or in respect of the Opportunity.

A conflict of interest can also be a situation in which a Respondent could gain (or be seen to gain) an unfair advantage through an association with an individual or organisation. Associations include financial, personal, professional, family related or community-related relationships. A conflict of interest can be categorised as:

- an actual conflict of interest is where there already is a conflict
- a potential conflict of interest is where the conflict is about to happen or could happen
- a perceived conflict of interest is where other people may reasonably think there is a conflict and is compromised.

Response instruction:

Provide the following details in relation to each Respondent. If there is more than one Respondent, each Respondent must submit a separate questionnaire.

| Question | Response (Please select) | |
|--|--------------------------|-----------------|
| Will you or any of your associated entities (including Related Companies as defined by the Companies Act) be involved in a bid or potentially be involved in a bid of a competing Respondent? | Yes Potential | No Perceived |
| Have you or any of your associated entities at any stage provided advice to Council in relation to the Opportunity? | Yes Potential | No Perceived |
| Does any person in your organisation have a close friend or relative who is (or could be) involved in any evaluation or decision-making relating to the EOI Process? | Yes Potential | No Perceived |
| Has any person in your organisation recently provided any special discounts, gifts, trips, hospitality, rewards or favours to any person involved in any evaluation or decision-making relating to this EOI Process? (e.g. free travel, entertainment) | Yes Potential | No Perceived |

Conflicts of interest declaration

| Question | Response (Please select) | |
|--|--------------------------|-----------------|
| Are you aware of anything that might give the appearance that any person involved in the evaluation stage or decision-making stage of this EOI Process is biased towards or against your organisation? (e.g. the person has used your organisation's corporate box, is a shareholder or otherwise has a financial interest in your organisation) | Yes Potential | No Perceived |
| Is there anything else we should know? | Yes Potential | No Perceived |

If you answered "yes", "potential" or "perceived" to any of the questions over the page then there may be a conflict of interest or potential conflict of interest. Please set out the details of that conflict of interest, potential or perceived conflict of interest below.

I/We have no actual, potential or perceived conflicts of interest.

I/We have an actual, potential or perceived conflicts of interest, which is:

Conflict Management Plan

Please include a conflict management plan in your EOI response that details how you will address and mitigate any actual, potential or perceived conflicts of interest of which you are aware or that may arise during the course of your engagement.

Signed By:


Print Name:

Designation:

Date:

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 /hamiltoncitycouncil

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