



## GIPA Form for Contracts over \$150,000 (Including GST)

(When the tender/contract has been finalised and awarded, please complete this form and email it to Procurement with the subject titled: GIPA ([procurement@waverley.nsw.gov.au](mailto:procurement@waverley.nsw.gov.au)) for inclusion on our website as per the GIPA Act.)

The *GIPA Act* requires Council to record and publish certain information about some contracts with private sector bodies. Part 3, Division 5 of the *GIPA Act* states that information about contracts worth more than \$150,000 must be recorded in a register of contracts which must be published on Council's website.

### Contracts that must be included in the Contracts register are those:

- between Council and a private sector contractor
- signed after the commencement of the *GIPA Act* (1 July 2010)
- for a value of \$150,000 or more, and involve:
  - the contractor undertaking a specific project such as construction, infrastructure or property development
  - the contractor agreeing to provide specific goods or services
  - the transfer or lease of real property.

<b>1. Document TRIM Container and Tender Number</b>	
A23/0801 RFQ 2369	
<b>2. Project Name</b>	
Library Management and Resource Discovery Systems	
<b>3. Name (including T/As) and Address of the contractor</b>	
Liberio Systems Pty Ltd Level 8, 31 Queen Street Melbourne VIC 3000	
<b>4. Particulars of any related body corporate (within the meaning of the Corporations Act 2001 of the Commonwealth) in respect of the contractor, or any other private sector entity in which the contractor has an interest, that will be involved in carrying out any of the contractor's obligations under the contract or will receive a benefit under the contract</b>	
No	
<b>5. The date on which the contract became effective and the duration of the contract</b>	
1 July 2024	Five years with an option to extend a further 2 x 2 years

<b>6. Particulars of the project to be undertaken, the goods or services to be provided or the real property to be leased or transferred under the contract</b>																
Library Management System software to enable management of Library collection and members.																
<b>7. The estimated amount payable to the contractor under the contract</b> \$ 317,816.63 Incl. GST																
<b>8. A description of any provisions under which the amount payable to the contractor may be varied</b>																
Refresher Training 14hours is included in the subscription cost and utilised in Year 1. Libero will provide 5 hours of training (non-cumulative) Year 2 onwards.																
<b>9. A description of any provisions with respect to the renegotiation of the contract</b>																
NA																
<b>10. In the case of a contract arising from a tendering process, the method of tendering (RFT/RFQ/EOI) and a summary of the criteria against which the various tenders were assessed</b>																
The following criteria were used to assess the applicants in this RFQ:																
<table border="1"> <thead> <tr> <th>Weighting</th> <th>Criteria</th> </tr> </thead> <tbody> <tr> <td>25%</td> <td>Demonstrated ability to provide functional requirements</td> </tr> <tr> <td>10%</td> <td>Project implementation methodology (including in-house contribution)</td> </tr> <tr> <td>10%</td> <td>Support and maintenance, including response times</td> </tr> <tr> <td>10%</td> <td>Demonstrated experience and capability with proven track record of delivering professional and reliable service</td> </tr> <tr> <td>10%</td> <td>Innovative emerging technologies</td> </tr> <tr> <td>10%</td> <td>Environmental and social sustainability (compulsory 10% weighting for)</td> </tr> <tr> <td>25%</td> <td>Price</td> </tr> </tbody> </table>	Weighting	Criteria	25%	Demonstrated ability to provide functional requirements	10%	Project implementation methodology (including in-house contribution)	10%	Support and maintenance, including response times	10%	Demonstrated experience and capability with proven track record of delivering professional and reliable service	10%	Innovative emerging technologies	10%	Environmental and social sustainability (compulsory 10% weighting for)	25%	Price
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<b>11. A description of any provisions under which it is agreed that the contractor is to receive payment for providing operational or maintenance services</b>																
Any training requested more that that described in section 8, would be eligible for payment.																
<b>12. Class of Contract (e.g. 1, 2 or 3)</b>																
1																

**There are three different classes of government contract:**

**CLASS 1** Contracts are those that have, or are likely to have, a value of \$150,000 or more

**CLASS 2** Contracts are CLASS 1 contracts where:

- there has not been a public tender process and the terms and conditions of the contract have been negotiated directly with the contractor, or
- the contract was the subject of a tender (whether public or not) but the terms and conditions have been substantially negotiated with the contractor or
- the obligations of one or more parties to maintain or operate infrastructure or assets could continue for 10 years or more, and the contract involves a privately financed project or the exchange of significant assets.

**CLASS 3** Contracts are when a CLASS 2 contract has a value, or likely value of more than \$5 million. (*Register is to include a copy of the CLASS 3 contract*).