



<b>1. Document TRIM Container and Tender Number</b>	
Document TRIM Container Number: D24/2958 Tender Number: RFT 2351	
<b>2. Project Name</b>	
Waverley Cemetery Staff Facilities – Head Consultancy Services	
<b>3. Name (including T/As) and Address of the contractor</b>	
Business Name: Conybeare Morrison International Pty Ltd Trading As: CM+ Address: L1, 52 – 58 William Street, Woolloomooloo NSW 2011	
<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>	
Effective Date: 09/01/2024	Duration: 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>	
Head Consultancy services for design and documentation of a new staff facilities building at Waverley Cemetery	
<b>7. The estimated amount payable to the contractor under the contract</b>	
\$493,091.50 (Incl. GST)	
<b>8. A description of any provisions under which the amount payable to the contractor may be varied</b>	
The Client, before the date of practical completion, may direct the Consultant to carry out or perform a Variation. All such Directions must be in writing and specify that they direct a Variation. The Fee must be adjusted for each Variation. Unless the amount of the adjustment is agreed, the adjustment must be calculated by the Client on the basis of applicable rates or fees in this Contract or, if none, then reasonable rates or fees.	
<b>9. A description of any provisions with respect to the renegotiation of the contract</b>	
Nil.	
<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>	
Consultants on the Local Government Procurement Panel were contacted. Evaluation criteria summary: <ul style="list-style-type: none"> <li>• Non-Price <ul style="list-style-type: none"> <li>○ Project Understanding and Methodology</li> <li>○ Project Program</li> <li>○ Company experience in the delivery of similar projects</li> <li>○ Key personnel allocated to project</li> <li>○ Evidence of Required Insurances (Mandatory)</li> </ul> </li> <li>• Lump Sum Price and Schedule of Rates</li> </ul>	

<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>
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Nil.
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<b>12. Class of Contract (e.g. 1, 2 or 3)</b>
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<b>Class 1</b>
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