



Invitation to Tender



**Aerial Firefighting
Rotary Wing Services
2021 and onwards**

INVITATION TO TENDER
AERIAL FIREFIGHTING - ROTARY WING SERVICES
(ITT AFRWS 2021+)

closes at

13:00 Australian Eastern Standard Time (1:00pm)
on Thursday 24 June 2021

Tenderers should note that:

Registering of the tenderer's organisation and aircraft is made in ARENA, which can be found at:

<http://arena.nafc.org.au>

and

access to NAFC's Electronic Tender Portal (TenderLink) can be found at:

<http://portal.tenderlink.com/nafc/>

Tenderers should also note that there are a series of template documents and pricing sheets (Response Forms) to download, complete and submit as a valid tender.

The Response Forms contain a series of questions. Tenderers should read each question *carefully* and ensure that they clearly address the questions asked.



INTRODUCTION

1. Overview

- a. This Invitation to Tender (**ITT**) invites tenders from suitable organisations for the provision of the services of Type-1, Type-2 and/or Type-3 Rotary Wing Aircraft to assist with control of bushfires and management of other emergencies across Australia. Successful tenderers will be experienced, highly motivated, highly capable providers who will enter into a contract to provide specialised aircraft services commencing in 2021, for the 2021-2022 fire season and onwards.
- b. For this ITT, the terms Type-1, Type-2 and Type-3 refer to rotary wing aircraft capable of delivering a defined volume of Fire Suppressant or Fire Retardant to a bushfire in a single load, as per *NAFC Standard PR-001: Categorisation of Rotary-Wing Aircraft used for Firebombing Operations*.

2. National Aerial Firefighting Centre

- a. The National Aerial Firefighting Centre (**NAFC**) is a business unit of the Australasian Fire and Emergency Service Authorities Council Limited (ACN 060 049 327) (**AFAC**), originally formed to assist and support the jurisdictions, including with the procurement of Aerial Firefighting resources.
- b. AFAC is sometimes referred to as its business unit NAFC. For the purposes of this ITT, AFAC and NAFC are one and the same.
- c. In Australia, individual states and territories remain responsible for the management of bushfires, a range of other emergencies and for most land management. State and territory governments and the Australian Government have recognised the importance of collaboration and cooperation in Aerial Firefighting.
- d. AFAC and the states and territories of Australia have entered into a separate agreement, the *Resource Management Agreement*. Under this agreement, the parties to the Agreement (excluding AFAC) are referred to as the Members. The current Members of the agreement are the states and territories of Australia, although other entities could become Members in the future.
- e. A key objective is that NAFC facilitates the sharing of aerial resources between Members. Sharing of resources is achieved in several ways, including:
 - i. on behalf of the Members, procuring Aerial Firefighting resources with common contract arrangements designed to support resource sharing,
 - ii. development and introduction of protocols and systems for the sharing of all Aerial Firefighting resources, including support resources,
 - iii. development and implementation of common standards, operating and support systems.
- f. NAFC also assists Members with the coordination of aerial firefighting research and development activities and with the sharing of information and results from these activities.
- g. In inviting submissions to this ITT, NAFC is acting on behalf of the Australian states and territories.
- h. Successful tenderers will enter into a contract with AFAC.



3. Invitation to Tender

- a. NAFC invites the submission of tenders for the provision of the services as detailed in this *Invitation to Tender* document; and in accordance with the terms and conditions of the *Specimen Contract*.
- b. The process is known as the *Invitation to Tender for Aerial Firefighting Rotary Wing Services 2021 Onwards (ITT AFRWS 2021+)* or (ITT).
- c. Aerial Firefighting Services procured through this process, although contracted by AFAC, will be managed and supervised on-the-ground by the relevant state or territory.
- d. The list of Services for which tenders are invited is provided at Appendix 1: *Table of Services (TOS)*.
- e. The *Specimen Contract* is provided as a basis on which to tender the Services specified. Any Contract that is executed will vary somewhat from the Specimen Contract, depending on the specific requirements for each Service and other relevant matters.
- f. Tenderers should not assume that information provided to previous procurements is sufficient to provide for this process. Tenderers should carefully read the documentation for this process and respond accordingly.
- g. This ITT may run in parallel with other separate NAFC procurement processes, as listed on the TENDERS tab of the NAFC website www.nafc.org.au
- h. The issue of this ITT does not bind AFAC or the States and Territories to proceeding with the acquisition of any Aerial Firefighting Services.
- i. If tenderers are in any doubt as to the nature of the requirements or the status of any procurement process, please study the information on the Tenders tab on the NAFC website www.nafc.org.au or contact NAFC by email at tenders@nafc.org.au

4. Reference Documents

This ITT comprises several documents:

- a. *Invitation to Tender for Aerial Firefighting Rotary Wing Services 2021 Onwards* (this document), including:
 - i. Appendix 1: *Table of Services (TOS)*
 - ii. Appendix 2: How to use TenderLink for this ITT
 - iii. Appendix 3: How to use ARENA for this ITT
- b. The *Specimen Contract*, including Schedules (there is also a Specimen Contract applicable to Call When Needed processes, which is not applicable here).
- c. All relevant *NAFC Standards and Guidance Notes* (available at www.nafc.org.au information > standards).
- d. *ASU Technical Specification 003: Rappel Helicopter Fitting Requirements*
- e. *Response Forms*. These four Word documents may be downloaded either from the NAFC website or from NAFC's Electronic Tender Portal (TenderLink), completed and uploaded to TenderLink to be submitted as part of a tender.
- f. *Pricing Response Form*. This Excel document may be downloaded either from the NAFC website or from NAFC's Electronic Tender Portal (TenderLink), completed and uploaded to TenderLink to be submitted as part of a tender. Note this form is singular, in contrast to previous NAFC tender processes.



1.1. Definitions and Abbreviations

These definitions and abbreviations are provided for easy reference in this ITT document. Formal definitions are provided in the Specimen Contract.

AAS Platform or Air Attack Platform or Air Attack Supervision Aircraft means an aircraft whose purpose is to supervise the process of managing or controlling a fire or emergency incident utilising airborne resources, including directing other aircraft and any other resources assigned to the fire. The AAS Platform may also undertake mapping, information gathering and other tasks.

Absolute Availability means that the Aircraft providing the Services are normally required to be immediately available to NAFC and the Members.

Aerial Firefighting means the operation of an aircraft in support of activities conducted by a Member associated with, the prevention or suppression of fires.

Air Attack Supervision means the supervision of the process of managing or controlling a fire utilising airborne resources, including directing other aircraft and any other resources assigned to the fire. Air Attack Supervision includes training or exercises in Air Attack Supervision.

Airborne Information Gathering Aircraft means an Aircraft, which is specially equipped for the purpose of collecting and disseminating information about a fire (or other event) from the air.

Aircraft means an aircraft, MFU, (if required), Flight Crew and Crewpersons and other Personnel on board, together with any on board equipment (including communication and surveillance equipment), systems, data or products used by the contractors to perform the Services or undertake the tasks stipulated in this Contract.

Air Operators Certificate (AOC) has the same meaning as defined in and legislated by the *Civil Aviation Act 1988 (Cth)*.

Call When Needed means that the Aircraft providing a Service is made available to NAFC and the Members on an ad hoc basis.

CASA means the Civil Aviation Safety Authority as created by the *Civil Aviation Act 1988 (Cth)*.

Charter means operations conducted in accordance with the civil aviation legislation, regulations and rules applicable at the time for an air transport operation for the non-scheduled carriage of passengers for hire or reward (by small or large aircraft, as applicable).

Commitment is the status that applies on any day during Partial Availability, when on any day during the Service Period, as notified in advance to the Contractor, the Aircraft is required to be Available on standby or conduct operations.

Commitment Charge means the fees that may be charged by the Contractor and applied during days when the Service is on Commitment.

Contract means the executed document and includes any schedules, annexures and NAFC Standards and any Purchase Order issued by a Member to purchase Services under this process.



Contractor means the party in a Contract which provides the Services to NAFC. Contractor includes all of its Personnel, subcontractors, successors and assigns.

Contract Period means the total period of time that there is a Contract between NAFC and the Contractor.

Contract Price means, collectively, all fees and charges payable or due to the Contractor as specified in the Contract for performance of the Services under the Contract.

Crew means a suitably qualified person capable of supervising and assisting with loading or unloading personnel and equipment from the aircraft with the engine running; or with winch and rappel operations; or when the aircraft is operating in a confined or remote area or on unfavourable terrain or in reduced visibility.

Daylight means the period commencing at the beginning of civil twilight (dawn) and concluding at the end of civil twilight (dusk).

Dovetail means where two Services are awarded with the same aircraft, where the end of the first Service's Service Period and commencement of the second Service's Service Period are guaranteed not to overlap.

Emergency Response Plan means a written document which establishes the parameters and procedures as to how the Contractor will deal with an emergency situation relating to the Service.

Ferry Flight means a flight with the sole purpose of relocating a Service during any Service Period to or from a NOB or TOB outside of a Member's jurisdiction. A ferry flight does not include mobilisation and demobilisation of Aircraft at the commencement and completion of a Service Period.

Firebombing means the dropping of Fire Suppressant or Fire Retardant from an aircraft in order to assist with the control or suppression of a fire as required by the agency responsible for controlling or suppressing the fire. Firebombing also applies to the dropping of substances for training, demonstration and simulation purposes.

Firebombing Delivery System means the aircraft equipment and systems used to dispense Fire Suppressant or Fire Retardant in the conduct of Firebombing operations, including but not limited to, Firebombing tanks, belly tanks and underslung buckets. A Firebombing Delivery System incorporates its component parts including, but not limited to, doors, gates, valves, venting systems, suppressant injection systems, system controllers and controller software.

Fire Suppressant is a reference to either Fire Suppressant Concentrate or Fire Suppressant Solution depending on the context in which it is used. Fire Suppressant may also refer to water without any additives.

Fire Suppressant Concentrate means a substance that is generally mixed with water, designed to reduce the surface tension of water and/or to hold water in suspension thus increasing water's efficiency as a fire extinguishing agent. Types of Fire Suppressant Concentrate include Class A firefighting foam, water enhancers and long and short chain polymer gels.



Fire Suppressant Solution means a mixture of Fire Suppressant Concentrate and water prepared for application from the air (or ground) to directly suppress a fire.

Fixed Wing Aircraft means a heavier than air aircraft which obtains lift for flight by forward motion of wings through the air.

Flight Crew means any pilot in command, co-pilot, flight engineer or other member of the crew of an aircraft excluding Crewpersons who is required by statute or by the Contract to pilot or operate an aircraft when the aircraft is conducting Services under the Contract.

Flight Operation Returns means any document or electronic record required by a Member to record details of the daily flying and/or standby associated with an Aircraft under this Contract.

GPS means Global Positioning System and allows for navigation using signals from a constellation of satellites.

GST means the tax that is payable under GST law and imposed as a goods and services tax as set out in the GST Act. GST Act means the *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* as amended, or if that Act does not exist for any reason any other Act imposing or relating to the imposition or administration of a goods and service tax in Australia.

ISA means the International Standard Atmosphere.

Member means any party which has executed the Resource Management Agreement with AFAC. The Members receive benefits and have obligations under the terms and conditions of this Contract either individually or collectively.

MFU means a self contained Mobile Fuelling Unit, and collectively any vehicle, including any fuel truck, tanker, towing vehicle, trailer, Personnel and associated equipment (meeting the specifications of this Contract), that are required to deliver fuel into an aircraft. A MFU is intended to be mobile and may move from one location to another supporting aircraft.

NAFC Type (or Type) is a method of classifying firefighting aircraft and is defined by the relevant NAFC policies and standards, including the NAFC Standard – Procurement Series, as amended from time to time.

Nominated Operational Base (NOB) means the location at which the aircraft providing the Service is required to be based during a Service Period.

Nominated Response Time means the period that may elapse from the time a Member provides notification to a Contractor of a dispatch to undertake tasks and the time the respective aircraft is airborne and proceeding to undertake those tasks.

Notice Period means the minimum period normally specified as a number of days, required to advise the Contractor in advance of the commencement date for any Service Period.

NVIS means Night Vision Imaging System.

Operating Charge means the fees to be charged by the Contractor for the time the aircraft is operating to undertake the tasks as specified in the Contract. This is normally expressed as an hourly charge



Partial Availability means that during a Service period, the Aircraft providing Services is required to be available only on certain days with the Service Period, as notified in advance to the Contractor. This notification is referred to as being on Commitment (*see definition of Commitment, above*)

Passenger Carrying Capability (PCC) means an estimate of the number of passengers that an aircraft is reasonably capable of carrying under specified circumstances. The method of calculation is set out in *NAFC Standard PR-003: Definition of Passenger Carrying Capability – Firefighting Aircraft*

Personnel means any person, who is an employee, officer, independent contractor, agent or professional advisor, employed or engaged by the Contractor to carry out any task related to the provision of the Services under the Contract; including and personnel employed or engaged by a subcontractor.

Primary Service means that for this Service, the occurrence of a Service Period is guaranteed for each year of the Contract Period.

Secondary Service means that for this Service, the occurrence of any Service Period is not guaranteed.

Service means collectively all things that the Contractor is obliged to deliver to complete the tasks set out in the Contract and may include, but is not limited to, the provision of any aircraft, Flight Crew, Crewperson, equipment, sensors, computers, software, Intellectual Property, Personnel, vehicles and/or activities associated with a resource which is provided by the Contractor to NAFC and the Members under the Contract.

Service Period means a length of time where Contractors are to provide the Services to carry out aerial firefighting and other emergency operations and activities as set out in this Contract. There may be more than one Service Period in each year of the Contract Period.

Specimen Contract means the template Contract provided as part of the Invitation to Tender, and on which future Contracts will be based.

Standing Charge means the fees to be levied by the Contractor for the provision of the Service as specified in the Contract for each day of the Service Period, where applicable.

Table of Services (TOS) is the document which forms part of this Invitation to Tender, listing the Services for which tenders are invited.

Type - refer to definition for NAFC Type.

Wet-A means the Contractor is responsible for the provision of fuel, fuelling facilities and infrastructure according to the provisions of this Contract and the Contractor is required to be self-contained, self-sufficient and mobile in the provision of fuel in most circumstances.

Wet-B means the Contractor is responsible for arranging and paying for fuel. The Contractor is not required to have mobile fuelling facilities nor mobile infrastructure. The Contractor is required to ensure that fuel is readily and reliably available at the NOB



PART A: THE INVITATION TO TENDER PROCESS

1. PROCESS OUTLINE

- a. This outline is to give tenderers an indication of the process and timing of this ITT process. It is indicative only and may be changed by NAFC in accordance with the terms set out in this ITT.
- b. Due to the tight timelines for this ITT, and ***in contrast to similar procurements conducted by NAFC in the past***, tenderers will be invited to tender information in the form of a response to structured questions and forms, for ***both*** Stage 1 and Stage 2 in the same submission, at the same time. The tender close (deadline) for this ***combined*** submission is clearly stated at Part A: Clause 6.2.
- c. Combined submissions received by the tender closing time and according to the terms outlined in this ITT will be separated by NAFC and presented to the Evaluation Group in two consecutive stages:
 - i. The Qualification Stage (Stage 1) is where tenderers will be evaluated based on Capacity, Quality and Solution criteria outlined in Part A, Section 3.3.
 - ii. The Pricing Stage (Stage 2) is where pricing information received from shortlisted tenderers from Stage 1 will be evaluated based on the Value for Money criteria outlined in Part A, Section 3.4.
- d. If this ITT process results in a decision to enter into contracts, the intention is to execute any contract in August, to allow Services to commence in time for the 2021 bushfire season.

2. ITT STAGES

2.2 Approach to Market

- a. The announcement of this Invitation to Tender invites information from tenderers about their capabilities, their aircraft and systems, and pricing. Tenderers are required to respond to structured questions listed in Part C of this ITT document and in the Response Forms. Evaluation of responses will be conducted in two consecutive stages.

2.3 Stage 1: Qualification Stage

- a. The first stage of the ITT evaluation is the qualification stage.
- b. Tenders submitted will be evaluated and shortlisted according to the specified criteria. Tenderers that are shortlisted in this stage will be regarded as having qualified for the next stage.
- c. Qualification is a competitive process. It is not a matter of simply meeting minimum requirements.
- d. The evaluation group may seek further information from tenderers.



- e. Evaluation of Stage 1 will not involve an evaluation of tendered pricing. At Stage 1, the Evaluation Group will only have access to information provided in *Response Forms 1, 2 and 3*, not the *Pricing Response Form* nor *Response Form 4 - Pricing Narrative*.

2.3 Stage 2: Pricing Stage

- a. The second stage of the ITT evaluation is the pricing stage.
- b. Firm pricing tendered will be evaluated principally for the value-for-money of the Services tendered.
- c. It is intended that only organisations who have submitted tenders at Stage 1 will be eligible to be evaluated in this stage. An exception to this may occur if insufficient tenders that meet the needs of NAFC and its Members are received.
- d. Only at the commencement of evaluation of Stage 2 will the Evaluation Group be provided with tendered *Pricing Response Form* and *Response Form 4 - Pricing Narrative*.
- e. Post tender negotiations may occur with higher-ranked tenderers
- f. Further referee checks, audits and other due-diligence checks may occur when assessing tenders at stage two.

2.4 Contract award

- a. Following the evaluation of tenders at Stage 2, decisions will be made on the awarding of contracts.
- b. At the successful completion of audits, other pre-Contract due diligence checks and any negotiations, successful tenderers will then enter into a Contract with AFAC.
- c. It is possible that Contracts will not be awarded for all the Services listed in the TOS. This will depend on the available budget and the suitability, cost effectiveness and productivity of the tendered solutions.
- d. It is possible that Contracts may be awarded for Services not listed in TOS. This will depend on the suitability, cost effectiveness and productivity of the tendered solutions, and the available budget.
- e. Any Contract awarded subsequent to this ITT will be between the Supplier and AFAC. However, Services procured through this ITT process, although contracted by AFAC, will be managed and supervised on the ground by the relevant Member.

3. TENDER EVALUATION

- 3.1** The evaluation and selection process aims to identify high quality Services which best meet appropriate levels of quality and commercial risk, are suited to the Members' purpose, and which offer the best value-for-money within the available budget.
- 3.2** The evaluation process includes multiple assessments of all tenders by a multi-disciplinary, multi-jurisdictional group. The process is externally monitored and conducted to the highest standards of independence and probity.



3.3 Stage 1 - Evaluation Criteria

Stage 1 Evaluation Criteria is as follows:

- a. Capacity
 - i. The competence of the tenderer to provide the required Service/s, based on information in the tender, public information, other information sourced from the tenderer, and on past performances in the industry.
 - ii. The capability of the tenderer to provide the appropriate aircraft, personnel, organisational structure, training and material resources needed to perform the Service.
 - iii. The capacity of the tenderer to supply the required Services and any optional and additional capabilities.
- b. Quality
 - iii. The ability of the tenderer to have controls in place to successfully manage safety, quality, risk, finance, employees and subcontractors.
 - iv. An organisational culture that is fit for servicing emergency management and land management operations.
 - v. A commitment to provide a consistent, high-quality service.
- c. Solution
 - i. How well the tendered solution responds to the Service description listed in the ITT, and the requirements of the *Specimen Contract*, including preferred and optional items.
 - ii. The suitability of the tendered aircraft and equipment to supply the Service), including capability, performance, capacity, maintenance, spares inventory and fuel.

3.4 Stage 2 – Evaluation Criteria

Stage 2 Evaluation Criteria will, in addition to the Stage 1 criteria, involve an assessment of value for money (including price, non-price and risk consideration), including:

- i. Capacity and ability of the tenderer to supply the number of Services under consideration.
- ii. Total price and pricing arrangements, including synergies or discounts for multiple Services.
- iii. Cost effectiveness and productivity of the tendered Service.
- iv. Value that the tendered solution provides in meeting the needs of the Member for the relevant Service and the overall fleet.

3.5 Due Diligence

Throughout Stage 1 and subsequent stages, due diligence items that may be considered towards the overall evaluation of a tendered Service or tenderer including:

- i. Compliance with the terms and conditions of the *Specimen Contract* and the ITT.
- ii. A tenderer's organisational, legal and ethical ability to provide the Service.
- iii. The commercial viability and financial risk rating of the tenderer's organisation currently and for the duration of the Contract Period.



- iv. The quality, presentation and structure of the tenderer's response to this ITT.

4. CONTRACTING

4.1 The Contract

- a. The Services to be provided by a successful tenderer will be in accordance with a contract based on the *Specimen Contract*.
- b. The Contract that is executed between AFAC and any successful tenderer may differ from the Specimen Contract, including additional conditions to those in the Specimen Contract.
- c. No Contract will exist between the parties until either a Contract is signed by both AFAC and the Supplier or when a Supplier receives a letter from AFAC confirming the commencement of a Contract. Any representations made in this ITT will not be binding unless they are expressly incorporated into the formal written Contract executed by the parties.

4.2 Contract Period

- a. The Contract Period is the total period that there is a Contract between AFAC and the Supplier. The actual Services are only required to be provided during a defined Service Period. Normally for Primary Services, there will be only one Service Period in any one year of the Contract Period, coinciding with that year's fire season.
- b. Any tenders submitted are to be based on a Contract Period of three years with optional extensions (3+1+1), which will provide at least three annual Service Periods commencing in 2021-22.
- c. NAFC may consider alternative Contract Periods (for example only: longer Contract Periods, rolling Contract Periods) where it can be clearly demonstrated that the alternative arrangements will provide substantial service and/or pricing benefits.
- d. Tenders for alternative Contract Periods should clearly outline the tendered arrangements and the likely benefits in the response to Stage 1. Where appropriate, NAFC may invite tenderers to further develop tenders for alternative Contract Periods.
- e. Tenders for alternative Contract Periods will only be considered if the tenderer also submits a fully compliant, 3+1+1 tender.

4.3 Aircraft utilisation

NAFC or the Members are not able to provide estimates or guarantees of the amount of operational utilisation of aircraft and make no representation as to the volumes of service NAFC or the Members may require from a Supplier throughout the Contract Period.

4.4 Air Operator's Certificate holder as Supplier

NAFC requires that the actual holder of the Air Operator's Certificate (**AOC**), or appropriate CASR Operating Certificate, if applicable, under which the Services are provided must be a party to the Contract and is jointly and severally liable with any other Supplier parties to ensure the provision of the Services.

4.5 Contracting with foreign organisations



- a. Whilst it is possible for AFAC to contract directly with organisations that are not domiciled or based in Australia, it is expected that Australian based Suppliers will be able to demonstrate certain advantages that will be favourable in the evaluation process – such as ready access to infrastructure, support facilities, back-up crew and so on.
- b. In addition, there are some specific Contract requirements that need to be met within Australia – for example Performance Bonds/Bank Guarantees where required, must be raised with approved financial institutions based in Australia. The nominated manager of any Contract must also be based in Australia.
- c. Overseas based organisations that are considering the provision of Aerial Firefighting Services in Australia are encouraged to consider forming a partnership or strategic alliance with an Australian based organisation that has suitable infrastructure and capability in Australia.
- d. Where a Contract is executed with a Supplier who is not based in Australia, a specific risk management plan may be required to be prepared at the Supplier's expense.

4.6 Supplier performance monitoring

Tenderers should be aware that AFAC may include contract performance monitoring and management systems or KPIs in some contracts. These would aim to ensure that standards of service are monitored and that high standards are maintained. Tenderers should be aware that the results of performance monitoring could be published in a general form.

4.7 Financial security

- a. Where a tenderer is a subsidiary company proposes to contract as a trustee, AFAC may require as a condition of acceptance of tender, a guarantee or indemnity given by the parent company or by some or all the beneficiaries of the trust in respect of the tenderer's obligations in performance of the Contract.
- b. AFAC will determine the terms of any such guarantee or indemnity. The costs of providing any security in the form of a guarantee or indemnity will be borne by the tenderer.
- c. In the case of Primary Services, AFAC may require the Supplier to establish and maintain a Performance Bond/Bank Guarantee for the Contract Period.

5. RESPONDING TO THE INVITATION

5.1 Tender Response Parameters

- a. Each tenderer may tender to supply one or more of the individual Services listed in the TOS. Only one response in total is permitted for each individual tenderer. This single response should include all tenders for the available Services and all options or alternative tenders for each Service.
- b. An individual tenderer may be a consortium or partnership of organisations, each of whom will become jointly and severally liable for delivery of the Services if a contract is executed pursuant to the tender.



- c. A supplier organisation that is a member of a consortium or partnership for the purpose of submitting a tender may also tender in their own right or as part of another consortium or partnership. In such cases, each tender will be treated as independent, separate and complete tenders and will be evaluated entirely separately.

5.2 Demonstrations

Where a tenderer wishes to demonstrate a capability to NAFC or its Members, it is expected that such demonstrations would be at the tenderer's own cost. Should any organisation envisage conducting a demonstration, details must be included in the response to this ITT. This will enable NAFC and its Members to make informed decisions regarding the allocation of resources to evaluate trials and demonstrations.

5.3 Compliance

- a. A full compliance statement is not required for this ITT. Instead, for any tendered non-compliance or partial compliance to one or more clauses of the *Specimen Contract* or the other requirements of this ITT, the tenderer is asked to detail their non-compliance or partial compliance in the *Section 8 of Response Form 3: Tender Questions*.
- b. Where a tenderer either partially complies or cannot comply with a *Specimen Contract* clause, a NAFC Standard, or any aspect of the ITT including the TOS, the tenderer must include the clause and Schedule reference, outline the issue and propose a definitive alternative, including a description of any benefits from non-compliance or partial compliance, in *Section 8 of Response Form 3: Tender Questions*. Tenderers should assume that proposed alternatives will be evaluated and accepted or rejected without further discussion or clarification.
- c. Some clauses in the *Specimen Contract* document are identified as Preferred or Optional. Unless otherwise stated by the tenderer, it will be assumed that the tenderer does not comply with these clauses of the *Specimen Contract*.
- d. Before responding to *Section 8 of Response Form 3: Tender Questions* please note the following:
 - i. Tenderers presenting a significant number of contract departures or who seek to significantly offset risk to NAFC will affect the result of their evaluation scoring
 - ii. Tenderers risk having their response set aside if NAFC considers tendered changes to the *Specimen Contract* to be unacceptable or unmanageable
 - iii. Tenderers should carefully consider the necessity of tendered contract amendments as these may affect the comparability of pricing
 - iv. Tenderers who indicate significant contract departures may also be asked to provide pricing with or without contract changes
 - v. Unless otherwise clearly stated it will be assumed that the Contract and Other Compliance response form submitted applies to all options tendered.
- e. If tenderers believe that they significantly exceed the requirements of any clause of the *Specimen Contract* they should articulate this in the relevant section of their response.



5.4 Service response

- a. Tenderers must clearly specify the manufacturer, make and model of aircraft that they propose to use to supply each of the Services. It is intended that tenderers invited to participate in subsequent stages will be limited to offering aircraft of the same make and model of aircraft as tendered at Stage 1.
- b. A higher aircraft Type than that required by any Service may be tendered, however tenderers will be evaluated according to the aircraft Type required in the TOS. Where the Service specification in the TOS allows for different types to be tendered, aircraft will be evaluated as tendered, provided they are one of the Types requested.

5.5 Use of ARENA

- a. NAFC maintains a web-based system (ARENA) within which all organisations operating firefighting aircraft in Australia enter and maintain information regarding their company, aircraft, equipment and crew.
- b. For this ITT, tenderers are required to register their organisation and aircraft in ARENA. Aircraft entered in ARENA may, if the tenderer so elects, be designated as “hidden”, such that the aircraft details will only be visible to personnel handling this ITT process.
- c. ARENA is in the process of further development which will allow ease of recording Agreement variations. Tenderers will be required to utilise new modules of ARENA as they come on-line.
- d. ARENA can be found at <https://arena.nafc.org.au>

5.6 Terms of participation

- a. This ITT must not be construed, interpreted, or relied upon, whether expressly or impliedly, as an offer capable of acceptance by any organisation, or as creating any contractual, promissory, restitutionary or other rights.
- b. Whilst all due care has been taken in the preparation of this ITT, AFAC makes no representations or warranties that the content or any information communicated or provided to tenderers during this ITT process is, or will be, accurate, current or complete.
- c. If a tenderer finds or reasonably believes that it has found any discrepancy, ambiguity, error or inconsistency in this ITT or any other information communicated or provided by AFAC, the tenderer must promptly notify AFAC in writing. AFAC will then consider what, if any, corrective action is required. Any corrective action taken will be notified to all tenderers without attribution to the entity that alerted AFAC.
- d. AFAC reserves the right to change any information, or to issue Addenda to this ITT before the closing date.
- e. Tenderers accept that AFAC may, in its absolute discretion, terminate, alter or suspend this ITT process or any aspect of it at any time. AFAC will not be liable for the costs and expenses of tenderers should the process be terminated, altered or suspended.



- f. AFAC will not be liable for any costs and expenses incurred by those submitting tenders or in the preparation of tenders or in discussions and negotiations after the submission of tenders.
- g. AFAC may request any tenderer, at the expense of the tenderer, attend meetings at particular locations to further discuss, clarify or negotiate tenders.
- h. All tender documents become the property of AFAC on submission.
- i. Tenderers accept that AFAC may retain and utilise aircraft and systems performance data from tenders for any modelling or analysis purpose, whether a tender is accepted or not.
- j. AFAC may make copies of tender documents submitted for any purpose related to this ITT process.
- k. AFAC will treat information provided by tenderers as confidential. Notwithstanding this, AFAC may disclose confidential or other information provided by tenderers, to its Members, advisers, officers, employees or subcontractors in order to conduct the procurement process or to prepare and manage any resultant contract; or to defend any claim or proceeding in relation to the procurement process or any resultant contract, or which is in the public domain other than due to a breach of the relevant obligations of confidentiality; and as otherwise required by law.
- l. Tenderers are required to keep confidential any AFAC information, including confidential information, relating to any aspect of the procurement process.
- m. AFAC will also collect, use and dispose of personal information from a tender in accordance with the Privacy Act 1988 (Cth).
- n. Upon submission of any tender, tenderers are deemed to:
 - i. have carefully examined the information made available in writing by AFAC for the purpose of this ITT;
 - ii. be fully informed as to the requirements of AFAC and the potential obligations of tenderers and subsequent Suppliers;
 - iii. have addressed in its entirety the evaluation criteria detailed in this information; and
 - iv. have made their own interpretations and formed their own conclusions as to the challenges and costs of complying with all the obligations specified and of all matters and things necessary for the due and proper performance of any contract arising from this ITT process.
- o. Tenderers accept that the provisions of any formal written contract subsequent to this process that may be executed between AFAC and any provider will differ from the Specimen Contract.
- p. Tenderers must not make any public statements, including without limitation, providing information or documents for publication in any media, in relation to this ITT or any subsequent Contract arising out of this ITT, without the prior written approval of AFAC.



- q. Tenders must contain all necessary information for the evaluation group to make assessments. Other than where the evaluation group seeks additional clarification or information there will be no further opportunity to provide this information.
- r. Tenders may be disqualified or evaluated solely on the information contained in the tender. AFAC may disregard any incomplete, unintelligible or illegible content in the tender and will be under no obligation to seek clarification from the tenderer.
- s. Tenderers not providing adequate information to enable a tender to be properly evaluated may also be excluded from further consideration and AFAC will be under no obligation to seek further information from the tenderer.
- t. Tenderers accept that AFAC or approved bodies acting on behalf of AFAC may request evidence regarding the financial status of the tenderer and affiliated organisations including: Statement of Comprehensive Income (profit & loss) and Statement of Financial Position (balance sheet) for the last 3 years for all companies; financial referees, bankers and guarantors. Failure to comply with such a request may result in the tender not being progressed.
- u. Tenderers accept that at any stage during this ITT process, tenderers may be subject to assessment or audit by AFAC or approved bodies acting on behalf of AFAC. Failure to submit to an audit may result in the tender not being progressed.
- v. Tenderers accept that AFAC may request a comprehensive accident and incident report spanning several years together with details of preventative and remedial actions taken by the tenderer. Any such report must embrace complete organisations and not simply single business entities. Failure to comply with such a request may result in the tender not being progressed.
- w. Without limiting AFAC's rights in this ITT, AFAC may at any time, in its absolute discretion, during the process:
 - i. shortlist one or more tenderers;
 - ii. commence or continue discussions with some or all of the tenderers without shortlisting any tenderers; or
 - iii. accept one or more of the tenders.
- x. AFAC is not bound to shortlist, to select as successful or to accept any tender.
- y. AFAC is not bound to shortlist, to select as successful or to accept the tender submitting the lowest price.
- z. AFAC may, in its absolute discretion, immediately disqualify a tenderer that it believes has sought or obtained assistance of a commercial nature from any NAFC employee or consultant.
- aa. AFAC may, in its absolute discretion, immediately disqualify a tenderer that it believes has engaged in collusive practices.
- bb. A tender will be deemed to be available for consideration by AFAC until such time as the tenderer is formally notified by AFAC. The commencement of negotiations by



AFAC with one or more tenderers is not to be taken as an indication that any particular tenderer's response is no longer under consideration.

- cc. AFAC is not bound to provide any tenderer with feedback or reasons for setting aside, disqualifying, rejecting or not accepting or proceeding with a tender or any other tender.

6. LODGEMENT OF TENDERS

6.1 Lodgement

- a. Tenderers should note *very carefully* that the lodgement of a complete tender requires:
 - i. ensuring that the required information is available in ARENA

AND

 - ii. submitting a tender in the NAFC Electronic Tender Portal, operated by TenderLink.
- b. A tender comprises the relevant documents lodged in the TenderLink portal plus the relevant information in ARENA.
- c. Tenders may only be lodged using the NAFC Electronic Tender Portal operated by TenderLink.
- d. Tenderers will need to register with TenderLink in order to lodge a tender.
- e. Details about how to respond and how to use TenderLink for the purposes of responding to this ITT are contained in Appendix 2 of this document.
- f. In order to submit a tender, there are a number of template documents (Response Forms) that need to be downloaded from TenderLink, completed and then uploaded back to TenderLink. Tenderers will be directed to these forms as they work through the online submission process. No free form or printed responses will be required. Tenderers may load visual content such as photographs but only in specified response areas. Visual content such as photographs, diagrams and charts should be kept to a minimum.
- g. Please note that tenderers will require access to recent versions of Microsoft Word and Microsoft Excel, running under Microsoft Windows to complete the response forms.

6.2 Closing date and time

- a. The ITT's closing date and time will be:

13:00 Australian Eastern Standard Time on Thursday 24 June 2021
- b. Tenderers will be able to amend and re-submit tenders that have already been lodged providing that they are re-submitted before the closing time.



- c. Tenderers will NOT be able to submit, amend or resubmit a tender after the closing time.
- d. Tenderers must allow for all possibilities when determining when to submit their tenders. Considerations may include, amongst other things:
 - i. the number and file size of response forms and tenderer specific documents to upload to the TenderLink system
 - ii. potential problems with a tenderer's access to the internet or Internet Service Provider
 - iii. peak traffic volumes on the TenderLink system particularly near the closing time of the procurement process, making it slow or difficult to upload documents.
- e. NAFC strongly recommends loading and submitting tender responses well before the closing time and date, and that tenderers carefully read and follow all instructions as to how to correctly submit a tender.
- f. NAFC cannot access any tenders submitted until after the closing time.
- g. AFAC accepts no responsibility for late, incomplete or incorrectly submitted tenders.

6.3 Further Information

- a. Tenderers should post all queries regarding the content of this ITT and the *Specimen Contract* via the TenderLink forum system. If tenderers have difficulties using the forum then the query may be directed via email to tenders@nafc.org.au.
- b. No other communications are permitted with AFAC personnel or with anyone assisting AFAC, regarding this ITT process.
- c. Further general background information on NAFC and Aerial Firefighting in Australia may be obtained at the NAFC website www.nafc.org.au.
- d. In most circumstances answers to any questions submitted regarding this ITT will be provided as Addenda to this ITT in the TenderLink portal or via email so that such Addenda will be available to all organisations who have registered in the portal for this ITT.
- e. AFAC reserves the right to not respond to any question or request irrespective of when such question or request is received.
- f. Due care will be taken to avoid identifying specific organisations in any answers published in Addenda or on the NAFC websites, however, AFAC cannot guarantee that an individual organisation will not be able to be identified from a question or answer provided.

6.4 Post Tender Feedback

- a. Tenderers will be advised of any decision not to progress a particular tender, or to disqualify a tender from further consideration. Except in the case of significant errors or omissions which result in disqualification of a tender, it is not practical for NAFC to provide feedback or debriefing to individual tenderers.



PART B: SERVICE REQUIREMENTS

1. SERVICE OUTLINE

1.1. General

- a. Tenders are invited for specified Services as outlined in the TOS. supply of aerial firefighting Services as outlined in this ITT.
- b. This ITT is intended to identify and examine only solutions that:
 - i. are fully developed and are currently available
 - ii. are in development and will be available for fully operational implementation by 1 November 2021
 - iii. meet the other requirements of this ITT and the *Specimen Contract*.

1.2. Summary of service requirements

- a. Each Service requires the Supplier to:
 - i. ensure that the specified Aircraft responds to fire incidents or other emergency operations and activities and carry out Firebombing and/or other specialised work to specified standards and protocols
 - ii. ensure that the preparedness to respond is maintained throughout the specified Service Periods
 - iii. ensure that the Aircraft is standing-by and ready to respond to fire incidents or other emergency operations and activities when in a Service Period.

1.3. Availability levels

- a. For many of the Services or Service Periods, options are being sought for both Absolute and Partial Availability. The Evaluation Group will decide based on options received as to whether Absolute or Partial Availability will be required for these Services if selected and progressed. For each of these Services:
 - i. Tendered availability and pricing is being sought for all four options:
 - A. Service Period/s of 84 days duration, providing Absolute Availability
 - B. Service Period/s of 100 days duration, providing Partial Availability, with a guaranteed minimum 84 non-sequential days of Commitment within the 100 days
 - C. Service Period/s of 120 days duration, providing Partial Availability, with a guaranteed minimum 84 non-sequential days of Commitment within the 120 days
 - D. Service Period/s of a duration to be tendered, providing Partial Availability, with a guaranteed minimum number of non-sequential days to be tendered within the tendered Service Period. That is, the tenderer may provide other availability solutions that may be beneficial to the Member
 - ii. A compliant tender must provide availability and pricing solutions for each of the options A, B and C above. It may also provide solutions for option D.



- iii. A possible price model might be that a Standing Charge is payable for each day of the Service Period (84, 100 and/or 120 days) and then for each day that the service is put on Commitment, a Commitment Charge is payable in addition to the Standing Charge for that day. Operating Charges may additionally apply.
 - iv. Partial Availability requires the provision of the Service only on particular days during the Service Period, notified in advance and referred to as being on Commitment.
 - v. A notice of Commitment may involve notice to stand by for dispatch or notice to commence operations. As an indication, this will occur on days of high fire risk.
- b. Partial Availability may allow a Supplier more flexibility with crewing or to undertake other work on days of relatively low fire risk or when conditions are not suitable to undertake burning operations. Absolute Availability is required for most of the Services. This level of availability may be likened to contracts known as “Exclusive Use” in some other countries.
 - c. Contract arrangements do not provide for periodic or rostered days off during a Service Period. The Supplier must have sufficient crew and fatigue management arrangements to maintain readiness and to operate the aircraft 7 days per week, dawn to dusk when required. Although on most days of relatively low fire risk, the availability requirement may be relaxed to allow for an 8 to 9-hour duty day.
 - d. These Contract requirements also mean that the Supplier must have the capacity to conduct aircraft maintenance out-of-hours.

1.4. Multiple annual Service Periods or extended Service Periods.

- a. Tenderers are advised to examine the Services outlined in the TOS carefully and, where practicable, identify synergies in providing more than one Service – ultimately resulting in improved service delivery and lower costs.
- b. This may occur in different ways:
 - i. a tender for multiple Services that all utilise similar aircraft should be able to obtain significant synergies and therefore provide advantages in pricing and service delivery
 - ii. a tenderer may also be able to obtain synergies by dovetailing Services, where the planned Service Periods are complementary. This could be attractive to potential Suppliers and ultimately provide benefits in service delivery and pricing.
- c. If there are benefits to NAFC and the Members to have a single Supplier provide multiple Services, NAFC is prepared to arrange the relevant Contracts to ensure that the benefits are realised and to provide the necessary safeguards to the Supplier (e.g. to allow the Supplier time to move aircraft between the different NOBs that apply to each Service or to ensure that dovetailed Service Periods do not overlap).

1.5. Services Environment

- a. Services will have to be provided under adverse conditions, often turbulent and “hot and high”, in remote locations and in an emergency service environment that demands very high standards.



- b. All Services require aircraft that are well maintained and are crewed, supported and managed by highly professional, skilled and motivated Suppliers and Personnel

1.6. Notice Periods

- a. The commencement date of each Service Period is notified in advance to the Supplier in accordance with the Notice Period
- b. The Notice Period will be specified in the Contract as a specific number of days. Tenderers must specify their preferred Notice Period for each Service they are tendering.
- c. It is advised that tenderers should normally specify the shortest Notice Period that they are realistically capable of meeting. In any case Notice Periods should not normally be less than 7 days or greater than 56 days.
- d. Shorter Notice Periods are strongly preferred (i.e., if tenderers can specify relatively short Notice Periods, this will be treated favourably in the evaluation).

1.7. Ad Hoc Availability of Aircraft Outside of Defined Service Periods

- a. NAFC will be seeking information from tenderers regarding the availability of their tendered aircraft outside of any Service Periods.
- b. The duration of any ad hoc engagement will vary according to the requirements of the Member. An ad hoc engagement will be referred to as an ad hoc Service Period.
- c. Tenderers who are short-listed for Stage 2 will be given the opportunity to specify the prices and conditions that will apply if an aircraft is engaged on an ad hoc basis.
- d. If an aircraft under a Contract awarded as a result of this tender is also under a Member's call when needed contract, outside the summer Service Period, the Member may consider how to effectively manage any duplication in prices and conditions between the two contracts.

1.8. Response and Turnaround Times

- a. In most situations Contracted aircraft will generally be required to be airborne and proceeding to undertake the specified tasks within 15 minutes once dispatch notification has been received by the Supplier from a Member. Tenderers will be given the opportunity to provide an alternative Nominated Response Time and provide reasons for this alternative time.
- b. Tenderers will also have the opportunity to provide further details outlining any factors, limitations, etc. that may impact on the response and turnaround times.
- c. Shorter response times are preferred. Tenderers who propose relatively short and realistic response times will be treated favourably in the evaluation, where assurance can be given that the shortened time will not compromise safety
- d. Aircraft may be required to respond under a Member's pre-programmed dispatch system whereby they will receive a dispatch notification electronically, usually by pager rather than by a telephone call. Such dispatches do not change the Nominated Response Time as agreed in the Contract.



1.9. Nominated Operational Bases

- a. During the Service Period the aircraft and crew will be based at a location (Nominated Operational Base) specified in the Contract unless operations or preparedness require otherwise.
- b. The TOS indicates where the NOB for each Service will be located. In most cases only a general area is specified. Where a general area is specified, tenderers should propose a preferred location within that general area for the NOB (if a tenderer has a facility in the area, it will often be most effective to utilise the existing facility).
- c. Tenderers should note that any contracted Service will be part of a national arrangement. NAFC may therefore require Suppliers to temporarily base contracted aircraft at any suitable location in Australia; or to establish a NOB at a different location from that originally specified in the relevant Contract. These decisions will be based on regular assessment and reassessment of the prevailing fire or other emergency conditions. Where relocation is required, unless specific provisions for relocation are in the Contract, the relevant Member would meet the Supplier's reasonable out-of-pocket expenses (i.e., the reasonable costs incurred above those that would have applied to being based at the original NOB).
- d. Where the TOS specifies that a Service is required to move between two or more NOBs over the course of the Service Period, reasonable out-of-pocket expenses for relocation will not be reimbursed. The tenderer should consider these costs when formulating their tender.
- e. The Supplier is responsible for providing all facilities required to support the aircraft and crew at the NOB.

1.10. Carriage of passengers

- a. Tenderers should note that all aircraft that are required to carry passengers must be capable of doing so as a Charter under day Visual Flight Rules (VFR) operation.
- b. Tenderers for Services that require carriage of passengers must provide a Passenger Carrying Capability (PCC) number as defined in NAFC Standard PR-003.
- c. Tenderers must also specify any limitations that could impact on the ability to carry the maximum number of passengers possible in any tendered aircraft.
- d. Australian civil aviation legislation and regulations (including definitions) around passenger carrying operations may change during the Contract Period. For the purposes of this Invitation to Tender, 'Charter' means the rules applied at any time are those applicable to an air transport operation for the non-scheduled carriage of passengers for hire or reward (by small or large aircraft, as applicable, in what is likely to become CASR Part 135 and CASR Part 121 respectively). These aircraft and operator standards will apply even if the operation is conducted as what is currently known as Aerial Work in Australia's civil aviation legislation and regulations.
- e. In other words, aircraft required to carry passengers must have a Standard Certificate of Airworthiness and the AOC holder must have the necessary CASA authorisations for an air transport operation for the non-scheduled carriage of passengers for hire or reward.



- f. For Rotary Wing Aircraft that are required to hold a Limited (Restricted Category) Certificate of Airworthiness in Firebombing configuration, a Limited Certificate will normally be acceptable provided that the aircraft also has an appropriate Standard Certificate of Airworthiness for its normal configuration.
- g. For passenger carrying operations that are not conducted as a Charter operation (e.g. fire spotting is currently defined as Aerial Work) then all Charter standards or requirements that can still practically be met for that operation are required to be met.
- h. Where the carriage of passengers for a Service is listed in the TOS as 'preferred' or 'optional', tenderers may propose solutions that can carry passengers or may propose solutions that are not capable of meeting the requirements of the Specimen Contract for carriage of passengers. Should the solution that can carry passengers ultimately be accepted, the requirement for the carriage of passengers will be included in the resultant Contract.

1.11. Firebombing Delivery Systems

- a. Firebombing Delivery Systems on tendered aircraft must have received or be capable of receiving approval (provisional or full) from a Member as set out in *NAFC Standard OPS-001*.
- b. Tenders must include all relevant information that demonstrates how any proposed aircraft and its Firebombing Delivery System meet the Service requirements set out in the TOS.
- c. Tenderers should note that aircraft required to undertake winching or rappelling operations or providing this capability optionally, as indicated in the TOS, must be fitted with a Firebombing Delivery System of a type compatible with these operations.
- d. Please refer to the *ASU Technical Specification 003: Rappel Helicopter Fitting Requirements* for further Member specifications that will apply to Firebombing Services requiring rappelling operations.

2. SPECIALIST OPERATIONS AND TASKS

2.1. Specialist Intelligence Gathering

- a. The TOS includes one Service whose primary purpose is to act as a platform for intelligence gathering and dissemination using specialised equipment.
- b. The primary role of the SIG platform is to collect, process and disseminate detailed fire and emergency intelligence information including video, images and maps.
- c. Any tenderer proposed system must be able to integrate into existing Member agency systems at the tenderers cost. The Member agency will work with the Supplier to integrate systems.
- d. Schedule C of the Specimen Contract provides further details of the requirements for these Services. Tenders for these Services must provide comprehensive details of their proposed solution including the manufacturer and model of sensor equipment, integration software and equipment and communications equipment.



- e. Other Services outlined in the TOS seek as preferred the provision of a gimballed or 360-degree streaming camera system. Tenderers should provide details any such system being tendered.

2.2. Rappelling

- a. The TOS identifies several Services where a rappelling capability is either optional or preferred. Rappelling capability is primarily for the delivery of firefighters for rapid initial attack on incipient fires in remote or inaccessible areas.
- b. Where rappelling capability is tendered, the relevant Schedules and clauses of the Specimen Contract must be met.
- c. The performance of the aircraft in the range of situations specifically encountered in rappelling operations will be considered in evaluating the relevant Services. Tenderers should clearly detail all relevant performance characteristics of their tendered aircraft.
- d. Flight Crew and Crewpersons must meet minimum requirements in terms of training and experience in accordance with NAFC and Member standards.
- e. Tenderers proposing rappelling capability must provide with their tender:
 - i. detailed aircraft performance specifications in rappelling configuration
 - ii. detailed specifications of the proposed rappel attach points and associated equipment, including engineering approval or manufacturers approved Supplemental Type Certificate
 - iii. evidence that they have or will have a CASA approved, suitably detailed rappelling supplement to their Operations Manual
 - iv. detailed relevant procedures from their check and training system
 - v. details of the levels and schedule of maintenance for the aircraft's rappel equipment.
- f. Aircraft undertaking rappelling operations must be of a type able to be approved by the Member for rappel operations. Aircraft currently approved for rappel operations in Victoria are Bell 212, Bell 412 and the Sikorsky S61. Any aircraft tendered will need to be approved by the Member for rappel operations.
- g. Pilots undertaking rappel operations may be required to undertake an evaluation by the Member to ascertain the pilot's ability to:
 - i. maintain an accurate hover over canopy suitable for a rappel operation
 - ii. undertake rappel operations during training and fire suppression activities
 - iii. communicate and respond to rappel emergency situations
 - iv. conduct associated long line and water off-load operations
 - v. work safely and effectively with the rappel dispatcher and rappel crewleader.
- f. Please refer to the *ASU Technical Specification 003: Rappel Helicopter Fitting Requirements* for further Member specifications that will apply to Services requiring rappelling.



2.3. Winching

- a. Tenderers should note that some Services listed on the TOS require, prefer, or list as optional the provision of winching capability. Winching is required for the insertion and extraction of firefighters and other emergency personnel primarily for rapid initial attack on incipient fires in remote or inaccessible areas, as well as for rescue operations.
- b. Tenderers proposing winching capabilities in NSW may be required to comply with the New South Wales, Rural Fire Service's (RFS) Winch Standard and, in some circumstances, the Rescue Winching Standard supplement to that Winch Standard which includes information on search and rescue operations undertaken by the RFS. A copy of the Standards can be located on ARENA under the Bookshelf tab.
- c. The performance of the aircraft in the range of situations specifically encountered in winching operations will be considered in evaluating the relevant Services. Tenderers should clearly detail all relevant performance characteristics of their tendered aircraft.
- d. Flight and winching personnel provided for these services must meet minimum requirements in terms of training and experience.
- e. Tenderers proposing winching capability must provide with their tender:
 - i. detailed aircraft performance specifications in winching configuration
 - ii. detailed specifications of the proposed winch, including make and model
 - iii. evidence that they have or will have a CASA approved, suitably detailed winching supplement to their Operations Manual
 - iv. detailed relevant procedures from their check and training system for pilots and winch operators
 - v. details of the levels and schedule of maintenance for the winch and associated equipment
 - vi. if required, an engineering approval or manufacturer's approved Supplemental Type Certificate or manufacturer's Safety Bulletin to operate without ballistic cutters enabled

2.4. Night Vision Imaging System (NVIS)

- a. The TOS identifies some Services where the Member aircraft undertaking the Service may benefit from the provision of NVIS capability either at the commencement of the first Service Period or at some stage during the Contract Period.
- b. Aircraft undertaking NVIS operations can be deployed to undertake a range of aerial firefighting operations. If describing NVIS capability or plans to develop this, tenderers should describe how the aircraft tendered for NVIS roles will also be configured to meet all Service requirements for that particular Service.
- c. NVIS operations would sometimes be undertaken with a mixture of NVIS equipment supplied by the Contractor and equipment supplied by the Member (e.g. Night Vision Goggles). Tenderers should clearly detail the equipment they propose to supply and whether the tenderer's equipment is to be included in the aircraft pricing or available at an additional charge.



3. Additional Information

3.1. Fuel

- a. Each Service is specified on the basis of one of the following two fuelling options:
 - i. **Wet-A:** the Supplier is responsible for the provision of fuel, fuelling facilities and infrastructure. The Supplier is required to provide an MFU, to be self-contained, self-sufficient and mobile in the provision of fuel in most circumstances. The Supplier may be required to supply fuel to other operator's aircraft in specified circumstances.
 - ii. **Wet-B:** the Supplier is responsible for arranging and paying for fuel. The Supplier is not required to have mobile fuelling facilities, however the Supplier will normally have to ensure appropriate fuelling facilities are available at the NOB.
- b. Tenders must include specific and comprehensive details of proposed fuelling arrangements.
- c. All costs associated with the provision of fuel must be included in the Contract Price.
- d. Tenderers who are able to supply supplementary fuelling capability (e.g. an additional MFU that could be used independently to supply fuel to other aircraft) should detail such capabilities and pricing in their tender.
- e. For Services RW21731 and RW21732 which are designated as Wet-A in the TOS, where a paired solution is tendered, a compliant tender may include one MFU to be shared between the two Services.

3.2. Insurance

- a. Tenderers must note the requirements for public liability and other insurance as set out in the *Specimen Contract*. The *Specimen Contract* indicates the insurance amounts required for each aircraft Type and configuration.
- b. Suppliers do not necessarily have to take out specific public liability insurance for each aircraft providing the Services but must ensure that there is appropriate insurance taken out by the Supplier to cover each occurrence for every aircraft utilised to provide the Services.

3.3. Additional or Supplementary Capabilities

- a. Tenderers are encouraged to put forward any relevant additional or supplementary capabilities that they are in a position to provide. Such solutions will only be considered alongside or in addition to a conforming tender. Capabilities of particular interest include, but are not limited to:
 - i. imaging systems aimed at assisting Air Attack Supervision operations;
 - ii. assistance in being able to operate in low visibility conditions;
 - iii. ability to operate with limited agency personnel support;
 - iv. synthetic vision or similar such capability;



- v. MFU or fuelling capability additional to that specified for the Services tendered.

3.4. Alternative solutions

- a. NAFC remains of the view that only solutions that use conventional rotary wing aircraft will meet the service requirements outlined in this Invitation to Tender.
- b. NAFC is however prepared to consider alternative solutions that clearly meet the service requirements. Such tenders may, for example, propose remotely piloted aircraft. It is conceivable that a tender could offer a combination of remotely piloted and conventional aircraft options to meet the service requirements.
- c. Tenders that suggest using alternative solutions alongside conventional aircraft must clearly demonstrate how current legislative airspace and operating limitations relating to these alternative solutions would be managed and how the service requirements would be met.



PART C: PRICING

1. PRICING REQUIREMENTS

1.1 General Pricing Information

- a. Pricing is invited as part of this tender process, for any Service outlined in the TOS. A *Pricing Response Form* (Excel) is provided as part of the tender documents. All pricing must be provided within the single *Pricing Response Form*. Additional narrative detail supporting tendered pricing must be tendered using the *Response Form 4 – Pricing Narrative*.
- b. When preparing pricing information tenderers must refer to the relevant notes contained in the TOS.
- c. When formulating pricing, tenderers are reminded to note the clauses in the *Specimen Contract* which deal with inclusions and exclusions from Service payments, e.g., those costs which are defined as forming part of the Standing or Operating Charges and other costs which may be reimbursed.
- d. Tenderers are strongly encouraged to tender discounted prices for the provision of multiple Services or combinations of Services.
- e. Tenderers are encouraged to tender prices that would apply for any extensions to the minimum Service Period at a discounted rate.
- f. Tenderers offering Preferred, Optional or additional capabilities must ensure that the tender clearly specifies whether an extra price applies to provision of these capabilities. If an extra price applies, it must be clearly and separately specified.
- g. All prices submitted are required to be in Australian dollars (AUD).
- h. All prices tendered are required to be quoted on a GST exclusive (i.e., “plus GST”) basis.
- i. Tenderers should ensure that they submit their most competitive prices at this stage of the process. **Tenderers should assume that there will be no further opportunity to refine or amend tender prices.**

1.2 Pricing Structure

- a. Pricing for all Services should generally be tendered based on Standing Charges per day for each day of the Service Period, plus Operating Charges per hour of operation, plus (in the case of Partial Availability) Commitment charge applicable on Commitment days within the Service Period.
- b. If desired, tenderers may also propose alternative pricing models that are considered to offer advantages to NAFC and its Members. As an illustrative example only, this could be the inclusion of a certain number of daily operating hours in the Standing Charge or similar arrangement.
- c. For all Services, mobilisation and demobilisation charges/costs must be amortised in (i.e., included within) the Standing and Operating Charges.



1.3 Annual Price Adjustments

- a. If a tenderer chooses to apply annual rise and fall adjustments to prices, a compliant tender must reflect the standard CPI model as per Schedule 3, Clause 2.1 of the *Specimen Contract* and enter this in the relevant cells on the *Pricing Response Form*.
- b. The standard CPI model for annual rise and fall should only be applied to that proportion of the charges to which the rise and fall is relevant. For example, CPI should not be applied to the fuel component of Operating Charges if the Fuel Price Variation model is also applied. The tendered percentage of the charges to which the CPI adjustment applies must be provided in the relevant cells on the *Pricing Response Form*.
- c. It is acceptable for tenders to prefer and include an alternative method for annual rise and fall, or provide a different annual price model, such as stated prices for each year, or a set percentage adjustment, or a hybrid model, etc. Such annual pricing adjustment should be clearly described in the response to question 10.6 on Response Form 4 - Pricing Narrative.
- d. The responsibility of protecting Contract Prices from general fluctuations in the value of the Australian dollar rests with the Supplier. The Supplier must take reasonable steps to ensure protection of Contract Prices from any currency changes.

1.4 Exchange Rate Variations

- a. NAFC has a standard model in the Specimen Contract for varying Contract Prices with Exchange Rate Variations. This is usually a consideration only for Services using larger aircraft that are normally domiciled in a foreign country.
- b. NAFC prefers that the Exchange Rate Variation is not applied to Contract Prices. However, if a tenderer does elect to apply the Exchange Rate Variation, the proportion of the Contract Price that is subject to the Exchange Rate Variation (the Price Variation Percentage) should reflect only those components of the price that are affected by fluctuations in the exchange rate.

1.5 Fuel Price Variations (FPV)

- a. NAFC has a standard model in the Specimen Contract for varying the Operating Charge for Wet-A or Wet-B Services. Prices are varied monthly (refer to Clause 2.3 of Schedule 3 of the *Specimen Contract*). Tenderers may elect to apply this model. If the tenderer does not elect to apply this model, Operating Charges may be varied only according to tendered annual rise and fall provisions.
- b. To assist with administration of FPVs, NAFC has nominated standard reference sources for variations in fuel prices. If tenderers elect to apply the FPV model, the source of the Reference Fuel Price will be the *Ampol (formerly Caltex) Reference Price Advice Jet A1 – Code 500 Sydney*.
- c. The Benchmark Fuel Price will be the Ampol Reference Price at the time NAFC invites pricing information. Accordingly, the Benchmark Fuel Price and the source of the Reference Fuel Price is shown on the *Pricing Response Form*.



- d. Note that the Benchmark Fuel Price and source of the Reference Fuel Price are used only for establishing a ratio movement, which is then applied as a standard FPV calculation. This movement is intended to match any movement in any price that a Contractor may pay for fuel during the Contract Period. The FPV calculation is not intended to capture the movement of a specific fuel price paid by Contractors.
- e. For the avoidance of doubt, the Benchmark and Reference prices are used only to calculate this ratio and are not necessarily the actual prices of fuel acquired by Contractors. Tenderers should consider their own actual fuel costs when calculating their tendered prices rather than using the Benchmark Price.

1.6 Price Packaging and Combinations

- a. To provide a compliant tender, tenderers must provide pricing for any Services listed in the TOS for which they wish to be evaluated, in the appropriate line in the *Pricing Response Form*.
- b. Tenderers may also provide pricing for combinations or packages, or any number of other pricing options in relation to: individual Services; pairs of Services; multiple Services; combinations or packages. Such pricing should be clearly described under question 10.2 in the *Response Form 4 – Pricing Narrative*. This may include information in a tabular form.

1.7 Fuelling Requirements

- a. For Services requiring Wet-A fuelling, all costs of providing the MFU must be inclusive in the tendered Standing Charge.
- b. For Services RW21731 and RW21732 which are designated as Wet-A in the TOS, where a paired solution is tendered, a compliant tender may include one MFU to be shared between the two Services
- c. For Services requiring Wet-B fuelling, all costs of providing fuel, fuelling facilities and infrastructure at the NOB must be inclusive in the tendered Standing Charge. If tenderers wish to tender an optional MFU, pricing for this option should be clearly described under question 10.4 in the *Response Form 4 – Pricing Narrative*. This may include information in a tabular form.

1.8 Specimen Contract Departures or Amendments

- a. All tendered pricing included on the *Pricing Response Form* must be based upon the provision of the tendered Service including the terms of the Specimen Contract.
- b. Should the tenderer propose any contract departures on the relevant section of *Response Form 3*:
 - i. The tendered price included on the *Pricing Response Form* should assume that the proposed contract departure is not accepted.
 - ii. Any pricing changes resulting from NAFC's acceptance of the proposed contract departure should be described in *Response Form 4*, so that this



pricing change will be evaluated in accordance with NAFC's decision to accept or reject the proposed departure.

- c. NAFC makes the following general comments about the tenderers proposed Contract Departures:
 - i. Non-compliance with preferred or optional clauses in the *Specimen Contract* is not regarded as a contract departure. Instead NAFC examines compliance with these clauses as part of the overall tender evaluation process.
 - ii. If a tenderer has indicated that systems or items applicable to their tender will be implemented or installed only prior to the first Service Period, the tender is not regarded as having contract departures from relevant clauses. If such a tender is evaluated as preferred, NAFC will further discuss with the relevant tenderers the plan for compliance before the Service Period commences.

1.9 Preferred and Optional Contract Clauses

- a. Where a tenderer has indicated compliance with a Preferred or Optional clause of the *Specimen Contract* or a NAFC Standard, and NAFC accepts the tender on the basis that the Preferred or Optional requirement will be provided, a requirement to comply with these clauses will be incorporated into the Contract.
- b. Where a tenderer has indicated compliance with a Preferred or Optional clause of the *Specimen Contract* or a NAFC Standard it will be assumed that the Prices tendered by the tenderer are inclusive of compliance with these Preferred or Optional clauses, unless specifically stated otherwise in their response.
- c. Compliance with Preferred clauses carries a higher weighting in the evaluation process than compliance with Optional clauses.

1.10 Preferred and Optional Service Requirements

- a. Where a tenderer has indicated in their response that they can comply with any Preferred or Optional requirements indicated in the TOS, they should ensure that either:
 - i. *preferred:* The cost of providing the Preferred or Optional component is included in the Standing Charge and/or Operating Charge.
 - ii. prices for the Preferred or Optional component of the Service are quoted separately.
- b. Where a tenderer wishes to quote separately for a Preferred or Optional component for any Service, this should be clearly described under question XX in the *Response Form 4 – Pricing Narrative*. This may include information in a tabular form.

1.11 Ad hoc Engagement

- a. Tenderers are invited to provide prices for ad hoc engagement of tendered Services outside the defined Service Period.



- b. Any engagement of a Service on an ad hoc basis will be by mutual agreement between the Contractor and the Member. The Contractor is not obliged to meet an ad hoc dispatch request outside of defined Service Periods.
- c. Tenderers are also welcome to offer availability of tendered Services on a Partial Availability basis outside of other defined core Service Periods (i.e., the Contractor guarantees that an aircraft will be made available, providing a certain amount of notice is provided by the NAFC Member).
- d. Prices for ad hoc engagement of tendered Services, including any proposal to make Services available on a Partial Availability basis, should be provided in *Response Form 4 - Pricing Narrative*. Any conditions that may apply should also be provided in *Response 4 - Pricing Narrative*.
- e. If an aircraft under a Contract awarded pursuant to this tender is also under a NAFC or Member's call when needed contract, the Member will consider how to effectively manage any duplication in prices and conditions between the ad-hoc vs call when needed arrangement in each contract, when engaged outside any Service Period in this Contract.

1.12 Firebombing Delivery Systems

- a. The Firebombing Delivery System required for each Service is specified in the TOS.
- b. If a tank delivery system is specified as the primary system, tendered prices must be inclusive of the aircraft equipped with a tank.
- c. Tendered prices must include the provision of any optional, backup or ancillary Firebombing Delivery Systems (including where these are buckets and including long-line capability where applicable).

2. SPECIAL PRICING REQUIREMENTS

2.1 Specialist Information Gathering (SIG)

- a. Provision of SIG on a fully turnkey basis with no customer-furnished equipment is required for one Service. Standing and Operating Charges for this Service must be inclusive of all costs necessary to provide the complete SIG capability, including the provision of crew or support personnel.

2.2 Service with Winching and/or Rappelling

- a. Tenderers for the Services designated as requiring or optionally providing winching capability or rappelling capability must provide pricing for a turnkey service, where the cost of any equipment and winch operators is included within the price for Standing Charges and/or Operating Charges.
- b. Tenderers invited to price for the Services designating winching or rappelling as optional or preferred, and opting to provide such pricing for winching and/or rappelling, should note the guidance provided in Part C Clause 1.10 in this ITT document as to structuring prices, noting that winching or rappelling provided optionally will require the turnkey provision of any equipment (and in the case of winching, crew operators).



PART D: ITT RESPONSE

Part D reproduces the headings and questions from the Response Forms provided in the NAFC Electronic Tender Portal (Tenderlink) and is provided here for reference only. Please use the Response Forms when submitting a tender – downloading, completing and uploading these forms in Tenderlink.

NAFC strongly recommends that tenderers read each question carefully and ensure that responses address the question.

Note especially that some questions request “concise” answers and some request “detailed” answers.

Response should be framed in the context of the services that the Tenderer wishes to provide - responses should describe how the information is relevant to their services in particular.

Complete Response Form 1 – Tenderer Information.

1. TENDERER INFORMATION

Complete Response Form 2 – Declarations.

2. DECLARATIONS

2.1. Authorised person

In submitting this tender, pursuant to the Electronic Transactions Act 1999 (Cth), the person identified by the user registration logon is duly authorised by the responding organisation to submit this tender. If this is the case then enter your name and the word “Agree”, e.g. “Nancy Bird – Agree”. If this is not the case, write the reason why you do not agree with the statement.

2.2. Tender participation terms and conditions

I have read and understood the Invitation to Tender Part A, Clause 5.6 Terms of Participation and confirm the Organisation will comply with Part A Clause 5.6. If this is the case then enter your name and the word “Agree”, e.g. “Nancy Bird – Agree”. If this is not the case, write the reason why you do not agree with the statement. Organisations risk having their tenders set aside if NAFC considers any qualification or reservation of rights in relation to the standards or terms of tenders to be unacceptable or unmanageable.

2.3. Conflict of interest

In submitting this tender the Organisation has identified that no conflict of interest or perceived conflict of interest could arise with regard to this tender. If this is the case then enter your name and the word “Agree”, e.g. “Nancy Bird – Agree”. If this is not the case, write the reason why you do not agree with the statement.

2.4. Judicial decisions

In submitting this tender the Organisation confirms that there are no judicial decisions against the organisation relating to employee entitlements where the resulting orders made by a Court have not yet been satisfied. If this is the case then enter your name and the word



“Agree”, e.g. “Nancy Bird – Agree”. If this is not the case, write the details of the judicial decision, the orders made by the Court, the reasons why the orders have not yet been settled and (if known) a timeframe of when the orders will be satisfied.

2.5. Guarantee

Where a tenderer is a subsidiary company or proposes to contract as a trustee, the tenderer will ensure a guarantee or indemnity is given by the parent company in respect of eventual Supplier’s obligations. If this is the case then enter your name and the word “Agree” or “Not applicable”, e.g. “Nancy Bird – Agree” or “Nancy Bird – Not applicable”. If this is not the case, write the reason why you do not agree with the statement.

Complete Response Form 2 – Tender Questions.

3. EXECUTIVE SUMMARY

Provide concise narrative detail of the total benefits of the tender at a summary level. Summarise the capacity and quality of your organisation based on information provided in all other sections of the tender response. Present the benefits of the tendered solution from technical and operational perspectives.

The Executive Summary is intended to give a high-level overview of the stand-out features of the submission, setting the tone for what evaluators should expect.

4. ORGANISATION

4.1. Company Structure and Ownership

Provide detailed information relating to the company structure and ownership of the organisation tendering for the Services. Include any details of recent changes in ownership or structure.

4.2. Company History and Industry Experience

Provide a concise history of the organisation and its experience in the provision of Aerial Firefighting or other relevant services.

4.3. Key Management and Operational Staff

Provide summary information on the qualifications, experience and roles of key personnel who manage the organisation and who are proposed to manage the delivery of Services. Include details of management structure and reporting lines.

Provide summary information on the qualifications, experience and roles of key operational personnel involved in delivery of the proposed Services. This may include qualifications, training licences, ratings, endorsements, skills, competencies and experience.

4.4. Organisational Capacity

Provide detailed information on the capacity and capability of the organisation to deliver the Services. Capacity includes total fleet managed, growth opportunities, specialisations, ability to provide redundancy capacity and additional aircraft. Where tendering for multiple



services and/or varying aircraft Types, provide detailed information as to how your organisation is able to scale capability to support all Services being tendered for.

4.5. Innovation

Provide a summary of any research, development and innovation activities of the organisation as they relate to Aerial Firefighting, fire management and related operations.

4.6. Culture

Provide information relating to organisation's culture and values. Provide concise details of how your organisation's culture and values apply when working with the fire and emergency management sector.

4.7. Financial

Provide summary details of the organisation's financial position. Include the last 3 financial years' balance sheets (Statement of Financial Position) and profit and loss statements (Statement of Financial Performance). Include other relevant information such as financial referees, bankers, auditors and guarantors.

4.8. Incidents, Accidents, Non-Compliance & Show Cause

Describe your organisation's process to manage incidents, accidents and near misses. Include details of how any findings or lessons learned have been incorporated into future business practices. Provide details of all incidents, accidents, non-compliance or show-cause notices for the tenderer's company and affiliated companies in the last 5 years. Failure to disclose all incidents, accidents, non-compliance or show-cause will result in negative evaluation consideration.

4.9. Current References

Provide any current references that demonstrate, or details of any referees who can comment on, the tenderer's capabilities and experience in the delivery of aerial firefighting or similar services. Ensure that you have confirmed with your nominated referees that they may be contacted by NAFC during the evaluation process. Where referees have not been confirmed prior to being included in the tender response will result in negative evaluation consideration.

5. MANAGEMENT SYSTEMS

5.1. Quality Management Systems

Provide a summary of organisational quality management including any Quality Management System in place or proposed. Include any certification to an appropriate Australian or International Standard such as the ISO9000 series. Describe how your quality management system would apply when providing the Services tendered.

5.2. Safety Management System

Provide a summary of organisational safety management including any Safety Management System in place or proposed. Provide any additional information that illustrates the



tenderer's other systems for managing safety of operations. Describe how your safety management system would apply when providing the Services tendered.

5.3. Workplace Occupational Health & Safety Program and Systems

Provide summary information relating to the tenderer's commitment to occupational health and safety of Personnel including information relating to an effective workplace safety program in accordance with legislative requirements.

5.4. Risk Management System

Provide summary details of any organisational risk management policy, strategy, plan or system that is in place or proposed.

5.5. Emergency Response Plans

Provide summary details of any Emergency Response Plans in place. This may include any plans as to how your organisation would respond in the event of an aircraft accident, environmental spill or other relevant emergency.

5.6. Financial Systems

Provide summary details of systems in place to manage the organisation's finances, including systems to maintain records and to ensure prompt and accurate invoicing.

5.7. Flight and Other Crew Management

Provide detailed information relating to the management of flight and other crew to be utilised for the Services being tendered. This may include flight & duty time management, rostering and monitoring of currency.

5.8. Fatigue Management

Provide detailed information regarding the systems and processes in place to effectively manage any fatigue in flight and ground crew. Provide details as to which CASA Fatigue Management rule you will follow for the duration of the contract and how this will be managed for the Services you are tendering for.

5.9. Check and Training System

Provide detailed information regarding the organisation's Flight Crew and Aircrew check and training system, include details of how your organisation's approach will comply with the CASA's and other regulations that are relevant to the type of operations you propose.

Provide details regarding how the organisation will ensure compliance with contract requirements, including, but not limited to:

- Basic Wildfire Awareness
- Aircraft Underwater Escape Training
- Low level flight and obstacle avoidance
- Recognition and recovery from unexpected low visibility situations
- Winching/rappelling and low hover emplaning and deplaning.



6. INFRASTRUCTURE AND MAINTENANCE

6.1. Support Infrastructure - Organisation

Provide detailed information related to infrastructure within the organisation which will support the delivery of tendered Services. Include any outsourced maintenance, infrastructure or other capabilities that will be used to provide the tendered Services.

6.2. Support Infrastructure - Operating Base

Provide detailed information related to company infrastructure at the proposed Nominated Operational Base, or other company base, which will support the delivery of tendered Services. Further detail about support services at the proposed Nominated Operational Base should be provided in Section 7: Aircraft and Services. If proposing mobile mixing and loading facilities, please detail these in the question in Section 7: Aircraft and Services (not here).

6.3. Maintenance Services

Provide concise details of:

- the systems of maintenance for the aircraft proposed to supply the tendered Services.
- aircraft maintenance capabilities, capacity and facilities, including provision for in-field and out-of-hours maintenance.
- access to spare parts.

Demonstrate how the proposed access to spare parts will support the continued delivery of the tendered Services. Describe how maintenance will be provided if the Service NOB away from the organisation's home base.

7. AIRCRAFT AND SERVICES

7.1. Aircraft Tendered

Enter details of each aircraft being tendered in ARENA. Follow the specific instructions found in the Invitation to Tender document.

Checklist:

- Have you entered each aircraft you wish to tender into ARENA?
- Have you completed all details of each aircraft being tendered in ARENA?
- Have you uploaded required documents and photos for each aircraft in ARENA?

7.2. Overview

Provide a brief narrative that gives an overview of the Aircraft put forward for the Services being tendered. Identify and explain any situations where the tenderer considers that the provision of multiple Services by the organisation will offer synergies and benefits.

7.3. Firebombing Delivery Systems

Other than the information provided in ARENA, provide any additional narrative relating to the Firebombing Delivery System(s) (i.e. Tanks and Buckets and associated systems).

Include details of:

- any specific make, model and version numbers where applicable



- any certification, grid or other testing, and history of operational use of this type of system.
- any certification restrictions applying with the Firebombing Delivery System fitted such as; airspeed limitations, the ability to carry passengers etc.
- the water carrying capacity for each Firebombing Delivery System (e.g. tank and back-up bucket) and, where appropriate, each possible configuration of the Firebombing Delivery Systems.
- how the delivery system is controlled and what controls are available such as coverage levels, split loads and selectable doors.
- how, and when, the delivery system can be filled, both on the ground and in flight.

Where appropriate include details of:

- how a controlled flow of the drop is obtained and what levels of control are available.
- any onboard gel and or foam mixing capabilities, include details of concentrate capacities, compatible foam or gel types, number of loads typically carried before reloading.
- how the snorkel is stowed or retracted and any limitations the snorkel's position places on aircraft operations.
- how the aircraft can fill from salty or brackish water and any limitations when filling from salty or brackish water.
- time, resources and equipment required to reconfigure the aircraft from tank to bucket, or tank to sling load configuration etc.

7.4. Aircraft Modifications and Performance Enhancement

Provide details of how the Airtankers and Supervision Aircraft have been modified or optimised to provide the performance required for Aerial Firefighting operations. Include descriptions of airframe modifications, weight reduction strategies and of any performance enhancing devices that may be fitted to the aircraft being proposed.

7.5. Avionics & Communications

Other than the information provided in ARENA, provide any additional narrative relating to the avionics and communications equipment to be utilised in the provision of the Services being tendered. These may include, amongst other things, radios, avionics, telephony, public address systems and siren systems. Include narrative on how it is proposed to install ancillary radios so that rapid changeover of radios can be achieved if required. Include detail of any relevant enhanced avionics such as ADSB, TCAS or GPWS, or any other safety enhancement systems. For aircraft tendered for Air Attack Supervision, Air Observing, Winching and Rappel roles provide additional details of equipment used by agency staff including intercom systems and radio selectors.

Note: Tenderers are advised to read and understand the details of *NAFC Standard OPS-020 Avionics and Communications* before responding to this question.

7.6. Recording Systems

Provide details of crash resistant Flight Data Recorders, Cockpit Voice Recorders and cockpit environment recorders or similar equipment, for each aircraft proposed.



7.7. Global Positioning Systems

Other than the information provided in ARENA, provide details relating to the Global Positioning Systems to be utilised in the aircraft being tendered.

Include details of how the GPS system will support the requirements of the services being tendered for. Where appropriate supply details of any moving map or situational awareness display.

Note: Tenderers are advised to read and understand the details of *NAFC Standard OPS-013 Aircraft GPS-GNSS* before responding to this question.

7.8. Tracking System

Other than the information provided in ARENA, provide any additional narrative relating to the tracking systems to be utilised in the aircraft. Where appropriate include details of tracking for refueller and any other support vehicle being tendered. Include an outline of how the data will be delivered into AFAMS.

Note: Event reporting and messaging is covered in following questions.

Note: Tenderers are advised to read and understand the details of *NAFC Standard OP-005 Tracking, Event Reporting & Messaging* before responding to this question.

7.9. Engine and Flight Event Reporting System

Provide a description of the event reporting system being used to report engine start/stop and flight events in the aircraft being tendered. Include details of the sensors or devices that will be used to trigger engine and flight events.

Note: Tenderers are advised to read and understand the details of *NAFC Standard OP-005 Tracking, Event Reporting & Messaging* before responding to this question.

7.10. Firebombing Event Reporting System

Where appropriate provide a description of the firebombing event reporting system to be utilised in the firebombing aircraft being tendered. Include details of:

- the sensors or devices that will be used to trigger firebombing events, specifically detail how start and end of substantive flow is measured.
- the sensors or devices that will measure the product volume in the tank or bucket and how much is dropped.

Where appropriate include details of the sensors or devices that will be used to measure height above ground.

Note: Tenderers are advised to read and understand the details of *NAFC Standard OP-005 Tracking, Event Reporting & Messaging* before responding to this question.

7.11. Messaging System

Where appropriate provide a description of the messaging system to be utilised in the aircraft being tendered.

Note: Tenderers are advised to read and understand the details of *NAFC Standard OP-005 Tracking, Event Reporting & Messaging* before responding to this question.

7.12. Aircraft Trend Monitoring Systems



Provide the details of any automated engine and flight parameter monitoring and recording system (e.g. 'HUMS' type trend monitoring systems.). Where an automated system is not used include details on the tenderer's approach to manual trend monitoring.

7.13. Night Visual Flight Rules & Instrument Flight Rules

If tendering for Services involving flight under the Night Visual Flight Rules and / or Instrument Flight Rules, and other than the information provided in ARENA, provide details as to how the required outcomes will be delivered. This may include, amongst other things, any limitations as to when NVFR and IFR flight may be conducted, maintenance of aircrew qualifications and currency for NVFR and IFR flight and any relevant aircraft and tenderer capabilities.

7.14. Nominated Operational Base

Provide any additional information relating to the Nominated Operational Base(s) being proposed for each Service. Include details of how the proposed base location, support vehicles and/or arrangements will support the services being tendered for.

7.15. Response and Turnaround Times

Provide information as to how long it will normally take for the tendered aircraft to be ready to become airborne following the receipt of a dispatch notification. Include a breakdown of the sequence of events required before the aircraft is ready to become airborne. Include details of how many minutes it will take for the pilot to get to the aircraft, prepare the aircraft to start, start all engines, and complete all required daily and pre-flight inspections and safety checks for the tendered aircraft, at the tendered base. Include details for each of the following three scenarios: cold start (e.g. first start of the day with aircraft parked with covers on and daily inspection not yet completed), warm start (e.g. aircraft previously prepared for minimum start time) and restart (e.g. aircraft requested to restart immediately after a shutdown). Provide details of any limitations, or external factors, which may affect aircraft response and turnaround times.

7.16. Notice Period

Provide any information regarding conditions relating to the tendered Notice Period.

7.17. Partial Availability Services

If tendering for Services which are indicated to be Partial Availability, provide information regarding partial availability conditions you propose. Demonstrate how these availability conditions enhance the suitability and capability of the proposed Services.

7.18. Availability of Aircraft Outside of Service Period

Provide information regarding the projected availability of contracted Aircraft outside the Service Period.

7.19. Fuelling Facilities / MFU

Provide details relating to any fuelling facilities being tendered to support the aircraft being tendered. Include details of both fixed and mobile fuelling facilities.



7.20. Alternative and Additional Capabilities

Provide information not provided elsewhere on any alternative and/or additional capabilities offered by the tenderer's organisation.

7.21. Passenger Carriage Capability Calculations

Detail the Passenger Carrying Capability (PCC) of each aircraft being tendered. Clearly set-out the calculations used to determine the Passenger Carrying Capability (PCC) for each aircraft tendered. Include details of any configuration, operation or approval limitations on reaching the maximum number of passengers for each aircraft tendered.

Note: Tenderers are advised to read and understand the details of *NAFC Standard PR-003 Definition of passenger carrying capability – firefighting aircraft* before responding to this question.

7.22. Aircraft Performance Enhancement

Provide details of how the tenderer proposes to appropriately optimise the performance of aircraft for Aerial Firefighting operations. Include descriptions of weight reduction strategies and of any performance enhancing devices that may be fitted to the aircraft being tendered. This may include, for example, engine/propeller/rotor modifications, vortex generators and tail boom strakes on Rotary Wing aircraft and so on.

For Rotary Wing aircraft include evidence of minimum ground clearance for the aircraft with, and without, any firebombing tank attached. Include information about any extended height skids and steps and/or modifications to skids and steps.

7.23. Specialist Intelligence Gathering Equipment

If tendering for Services designated as Specialist Intelligence Gathering then provide details as to how the required outcomes will be delivered. This may include details regarding:

- infrared & daylight imaging devices,
- image processing, rectification & data integration systems,
- recording, storage & retrieval of acquired data,
- storage & retrieval of other digital data e.g. map layers for integration with acquired data,
- in-aircraft displays,
- broadband point-to-point communications to deliver data-intensive information to ground users (if applicable),
- wide area communications to deliver compressed or selected images & other data to users on the ground,
- systems for measuring & recording ambient atmospheric conditions & transmitting meteorological data to selected ground users,
- integration of in-aircraft systems,
- any relevant aircraft and Supplier capabilities not otherwise included in ARENA.

7.24. Night Vision Imaging Systems

If tendering for Services to conduct operations aided by a Night Vision Imaging Systems (NVIS) then provide comprehensive details as to how the required outcomes will be delivered. Include details of how you propose to gain, or maintain, CASA approval for



conducting NVIS aerial firefighting (night firebombing) or NVIS aerial firefighting support (supervision) as appropriate to the tendered Services. Include details of how you propose to conduct NVIS aerial firefighting (night firebombing) or NVIS aerial firefighting support (supervision) operations. Include details regarding:

- the make and model of the proposed NVIS / NVG equipment,
- any approvals, certifications and manufacturers Safety Bulletins required to operate the equipment,
- appropriate Operations Manuals supplements (note the complete manual is not necessarily required at this stage, but include at least the Contents Pages),
- check and training system,
- proposed crewing levels and crew rostering and crew management arrangements,
- maintenance levels and schedules proposed for the equipment,
- any other relevant aircraft and organisational capabilities not otherwise included in ARENA.

7.25. Activation Systems

Provide details of the communications systems and backup systems that the tenderer proposes to receive notices of activation or dispatch for the aircraft to carry out tasks.

7.26. Aircraft Type Calculations

Clearly set-out the calculations used to determine the aircraft Type(s) being tendered. Specifically for firebombing aircraft show the calculation used to determine each aircraft's water carrying capacity.

Note: Tenderers are advised to read and understand the details of *NAFC Standard PR-001: Categorisation of Rotary-Wing Aircraft used for Firebombing Operations* before responding to this question.

7.27. High Volume Delivery Calculations

Where a High Volume Rotary Wing aircraft is required, clearly set-out how each aircraft being tendered is capable of meeting the minimum volume delivered requirement for High Volume aircraft.

Note: Tenderers are advised to read and understand the details of *NAFC Standard PR-001: Categorisation of Rotary-Wing Aircraft used for Firebombing Operations* before responding to this question.

7.28. Aircraft Fuel Capacity and Endurance

Clearly set-out the calculations used to determine the aircraft fuel capacities and loads provided in ARENA. Include calculations of fuel burn and endurance under conditions typically encountered during fire operations.

7.29. Other Calculations or Analysis

Provide any other calculations or analysis which might be considered.

8. CONTRACT COMPLIANCE

8.1. Contract Departures



Detail any relevant information where a tenderer either partially complies or cannot comply with a particular clause of the Specimen Contract including the Schedules. The Specimen Contract clause number must be included in the response.

8.2. Other Departures

Detail any relevant information where a tenderer either partially complies or cannot comply with any NAFC Standards and/or any parts of the Invitation to Tender including the Table of Services and other Appendices. Clause references must be included in the response.

9. CERTIFICATIONS

9.1. Air Operator's Certificates

Provide details of any current Air Operator's Certificates (AOC) applicable to the Services being tendered. Ensure this AOC covers operation types and aircraft types applicable to the tendered Services. Where you are unable to supply a current AOC applicable to the tendered Services, provide information pertaining to the tenderer's capacity and planning to obtain the necessary AOC for these Services, including details of any previous relevant AOCs.

Electronic versions (e.g. PDF files) of relevant AOC's must be uploaded to the NAFC electronic tender portal, even if they have already been entered in ARENA. Make sure all pages of AOC's are included not just the cover page.

9.2. Certificates of Airworthiness

Provide details of any current Certificates of Airworthiness applicable to the aircraft being tendered or information pertaining to the tenderer's capacity to obtain the necessary certification. Actual airworthiness certificates are not required – the name of the issuing authority and certificate reference numbers are sufficient.

9.3. Supplemental Type Certificates (STC) and Engineering Approvals

Provide details of relevant STCs or other engineering approvals applicable to the aircraft being tendered. Only STC details applicable to substantial or significant modifications are required (e.g. substantial airframe shortening/lengthening or other airframe modifications, engine changes, Firebombing Delivery Systems and so on.) Actual STCs are not required – the name of the issuing authority and certificate reference numbers are sufficient.

9.4. Specific Approvals

Provide details of any relevant current approvals or exemptions held that are applicable to the aircraft and Services being tendered or information pertaining to the tenderer's capacity to obtain the necessary approvals for these Services (for example low flying approvals).

9.5. Insurances

Demonstrate your organisation's understanding of the insurance requirements for the services tendered and provide information of how you would obtain the required insurance, include details of any relevant current Insurance Certificates applicable to the organisation, aircraft and other resources being tendered.



Complete Response Form 4 – Pricing Narrative.

10. PRICING NARRATIVE

Complete *Response Form 4 – Pricing Narrative* to support tendered *Pricing Response Form*.

Tenderers may upload additional narrative information in separate Excel spreadsheets, Word or PDF documents. To upload multiple files, you may combine and upload as a ZIP file.

10.1. Pricing Summary

Provide a concise narrative summary of your pricing response. Include the benefits of your tender pricing from value and service delivery perspectives.

10.2. Multiple Services

Where tendering prices for the provision of multiple Services, detail any pricing benefits related to provision of the multiple Services. These benefits may include; a reduction in overall price, a reduction in the pricing of an individual Service or other innovative pricing offers. This information should be in addition to the base price/s quoted on the *Pricing Response Form* (Excel).

10.3. Availability Outside the Service Period (Ad hoc Availability)

Provide any additional details as to any charges or conditions that may apply for making the aircraft available outside a Service Period for ad hoc engagement. Include details of any proposed availability arrangements for ad hoc periods.

10.4. Fuelling, Facilities and Infrastructure

Provide any additional information pertaining to the tendered pricing for fuelling, facilities and infrastructure which may be considered alongside information provided in Question 7.19: (Fuelling Facilities / MFU). Include any detail or pricing for capability offered in addition to the Service requirements detailed in the *Table of Services*, e.g., an offer of a MFU for a Wet-B Service.

10.5. Charges for Preferred, Optional or Additional Capabilities

If tendering pricing for Services that include any Preferred or Optional components as listed on the *Table of Services*, e.g., NVIS, Rappelling, Winching, etc., provide any additional pricing information or explanatory narrative. Include a description of any proposed alternative pricing models that are considered to offer value, service delivery, or other advantages to NAFC and its Members.

10.6. Annual Price Adjustments

If a tenderer chooses to apply annual rise and fall adjustments to prices and prefers to tender an alternative to the compliant CPI model, clearly describe the preferred annual price adjustment here. This may include stated prices for each year, or a set percentage adjustment, or a hybrid model, etc.

10.7. Further Information

Provide any other concise and relevant information.



APPENDIX 1: TABLE OF SERVICES (TOS)

Appendix 1: Table of Services is provided as a separate document both in Excel and PDF format.



APPENDIX 2: HOW TO SUBMIT A TENDER USING NAFC'S ELECTRONIC TENDER PORTAL (TENDERLINK)

1. TenderLink and NAFC

- a. NAFC utilises an external web-based tender portal, TenderLink, to manage the documents, instructions and responses which form this request.
- b. TenderLink can be found at <https://www.tenderlink.com/nafc/>
- c. Tenderers are required to register an account with TenderLink. Registration is free of charge. Registration will also allow prospective tenderers to receive any notifications or Addenda associated with the procurement process. Previously registered TenderLink users do not need to re-register. The TenderLink website provides links to video tutorials as to how to use the site and tenderers are encouraged to utilise these video tutorials.
- d. All the response forms for download, completion and submission are provided in TenderLink.
- e. Tenders will **only** be accepted when submitted through TenderLink.
- f. Tenderers are strongly encouraged to allow time to submit their response via TenderLink before the request closes.

2. TenderLink issues and contacts

- a. TenderLink has an online user forum which potential tenderers can access after registration. Any queries tenderers may have regarding the content of the Request for Tenders, TOS, or the NAFC Specimen Contract can be posted on this user forum. In most circumstances NAFC will answer queries posted on this forum, in this forum, which will enable all prospective tenderers' equal access to information. Where NAFC provides a public answer in this forum, all prospective tenderers will receive an email notification that such an answer has been posted. Where an Addenda is required to answer a query it will be published.
- b. Otherwise, queries can be directed to tenders@nafc.org.au. In most circumstances, answers to any questions submitted regarding the ITT LAT 2021+ will be provided via email and/or as Addenda in TenderLink. This process will similarly enable all potential tenderers the same equal access to new information provided as an answer to a query.
- c. System issues, difficulties or queries about the use of the TenderLink system can be directed to TenderLink at 1800 233 533

3. Registering and logging into TenderLink

- a. Note that images below are provided as examples only and may include text that refers to an earlier tender process. This includes reference to multiple Response Form sections that have now been compressed into five Response Forms, including one Pricing Response Form.



- b. Potential new tenderers can register as a supplier with TenderLink at: <https://portal.tenderlink.com/nafc/>:



NAFC
National Aerial Firefighting Centre

Tenders, Quotes & EOI's

Home All Current Tenders Search Tenders Industry Categories **Registration** Support Help

Welcome To National Aerial Firefighting Centre E-Tendering

Thank you for visiting the National Aerial Firefighting Centre electronic procurement and tendering website where we publish opportunities such as tenders, quotes, requests for proposals and expressions of interest and manage the procurement process through to contract award stage.

We welcome current and potential suppliers of goods and services to register on this website. There is no charge for registration. To register, click on the registration tab above.

To use this system and to access the procurement opportunities being published, you must first be a registered provider. Once confirmed as a registered provider, you:

- will receive email notifications when new procurement opportunities are published in relevant categories
- can download and view associated procurement documentation electronically
- will be able to submit bids and responses through the secure e-tender box facility

For instructions on how to use this e-procurement website (Tenderlink) and make an electronic application (aka response), please [view our video tutorials](#)

For TECHNICAL ASSISTANCE, please contact the Tenderlink support help desk on 1800 233 533 or email support@tenderlink.com

For any enquiries regarding tender documentation or clarifications, please use the online tender forum provided. You will be able to anonymously and confidentially ask questions.

To ensure your tender is received before the closing deadline, we strongly recommend that you allow sufficient time to upload your tender application file(s). You will receive a receipt of application via email when you have successfully submitted your application. If you do not receive a receipt, we recommend you retry the upload or call 1800 233 533.

To access the National Aerial Firefighting Centre website click [here](#)

Email :
Password :
> Log In

[Forgot your Password?](#)

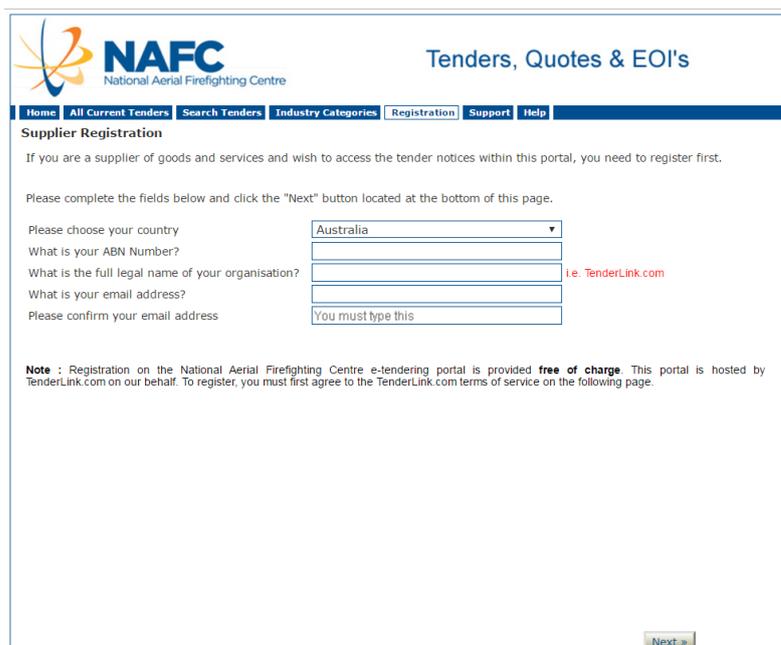
Tender Statistics

* Open Tenders : 0
* Closed Tenders : 0

This e-Procurement portal is powered by **TENDERLINK**

Powered by www.tenderlink.com © TenderLink.com 2017 All rights reserved.

- c. Completing the Registration screen will allow tenderers access to complete the ITT documents.



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Tenders, Quotes & EOI's

Home All Current Tenders Search Tenders Industry Categories **Registration** Support Help

Supplier Registration

If you are a supplier of goods and services and wish to access the tender notices within this portal, you need to register first.

Please complete the fields below and click the "Next" button located at the bottom of this page.

Please choose your country

What is your ABN Number?

What is the full legal name of your organisation? i.e. TenderLink.com

What is your email address?

Please confirm your email address

Note : Registration on the National Aerial Firefighting Centre e-tendering portal is provided **free of charge**. This portal is hosted by TenderLink.com on our behalf. To register, you must first agree to the TenderLink.com terms of service on the following page.

Next >



4. Downloading Response Forms

- a. After registering, NAFC's TenderLink home page will be displayed. Under the tab All Current Tenders, this ITT "ITT LAT 2021+" will be visible. Click on the link to show the tender page from which all documents are downloadable:



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Tenders, Quotes & EOI's

Log Out All Current Tenders Our Details My Details Search Submissions Support Help Dashboard

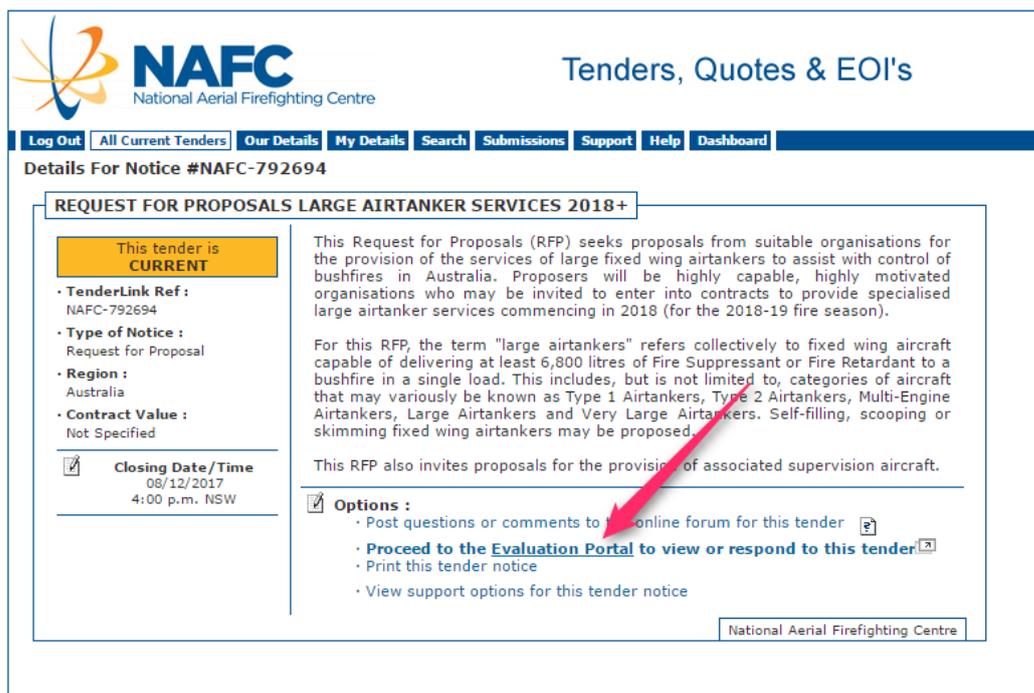
All Current Tenders

The following 1 tender notices are current. If you wish to view tenders by Industry Category, use the "Search Current Tenders" option. Please note that in order to download tender documents, or to respond to an electronic tenders box, this is only available to registered suppliers in our system.

RFX No.	Summary	Forum	Close Date	Notice Type	# ETBs	Using Evaluation	Closing
NAFC-792694	REQUEST FOR PROPOSALS LARGE AIRTANKER SERVICES 2018+	LARGE	08/12/2017	Private - Request for Proposal	0	Yes	08/12/2017 4:00 p.m. NSW

NOTE: You may see more than one open tender listed here

- b. Choose Proceed to the Evaluation Portal link to proceed to NAFC's e-Tender Portal:



NAFC
National Aerial Firefighting Centre

Tenders, Quotes & EOI's

Log Out All Current Tenders Our Details My Details Search Submissions Support Help Dashboard

Details For Notice #NAFC-792694

REQUEST FOR PROPOSALS LARGE AIRTANKER SERVICES 2018+

This tender is **CURRENT**

- TenderLink Ref :** NAFC-792694
- Type of Notice :** Request for Proposal
- Region :** Australia
- Contract Value :** Not Specified

Closing Date/Time
08/12/2017
4:00 p.m. NSW

This Request for Proposals (RFP) seeks proposals from suitable organisations for the provision of the services of large fixed wing airtankers to assist with control of bushfires in Australia. Proposers will be highly capable, highly motivated organisations who may be invited to enter into contracts to provide specialised large airtanker services commencing in 2018 (for the 2018-19 fire season).

For this RFP, the term "large airtankers" refers collectively to fixed wing aircraft capable of delivering at least 6,800 litres of Fire Suppressant or Fire Retardant to a bushfire in a single load. This includes, but is not limited to, categories of aircraft that may variously be known as Type 1 Airtankers, Type 2 Airtankers, Multi-Engine Airtankers, Large Airtankers and Very Large Airtankers. Self-filling, scooping or skimming fixed wing airtankers may be proposed.

This RFP also invites proposals for the provision of associated supervision aircraft.

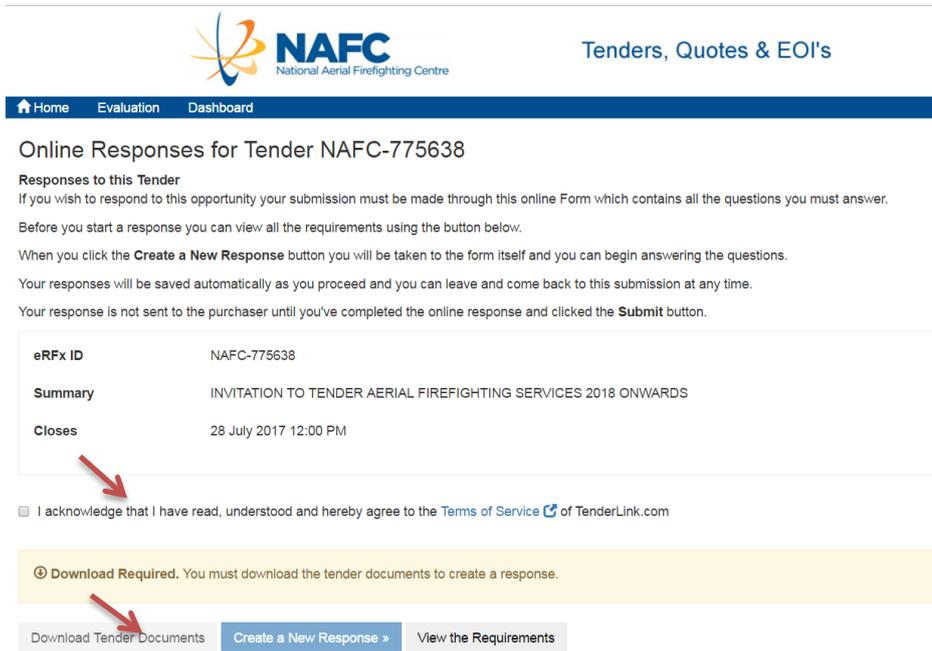
Options :

- Post questions or comments to the online forum for this tender
- Proceed to the Evaluation Portal to view or respond to this tender**
- Print this tender notice
- View support options for this tender notice

National Aerial Firefighting Centre



- c. Tick the Terms of Service box and Press Download Tender Documents button. Tenderers are required to download all of the ITT documents for review, including the response forms, as part of the submission process:



NAFC National Aerial Firefighting Centre

Tenders, Quotes & EOI's

Home Evaluation Dashboard

Online Responses for Tender NAFC-775638

Responses to this Tender
If you wish to respond to this opportunity your submission must be made through this online Form which contains all the questions you must answer.
Before you start a response you can view all the requirements using the button below.
When you click the **Create a New Response** button you will be taken to the form itself and you can begin answering the questions.
Your responses will be saved automatically as you proceed and you can leave and come back to this submission at any time.
Your response is not sent to the purchaser until you've completed the online response and clicked the **Submit** button.

eRFx ID	NAFC-775638
Summary	INVITATION TO TENDER AERIAL FIREFIGHTING SERVICES 2018 ONWARDS
Closes	28 July 2017 12:00 PM

I acknowledge that I have read, understood and hereby agree to the [Terms of Service](#) of TenderLink.com

Download Required. You must download the tender documents to create a response.

Download Tender Documents Create a New Response > View the Requirements

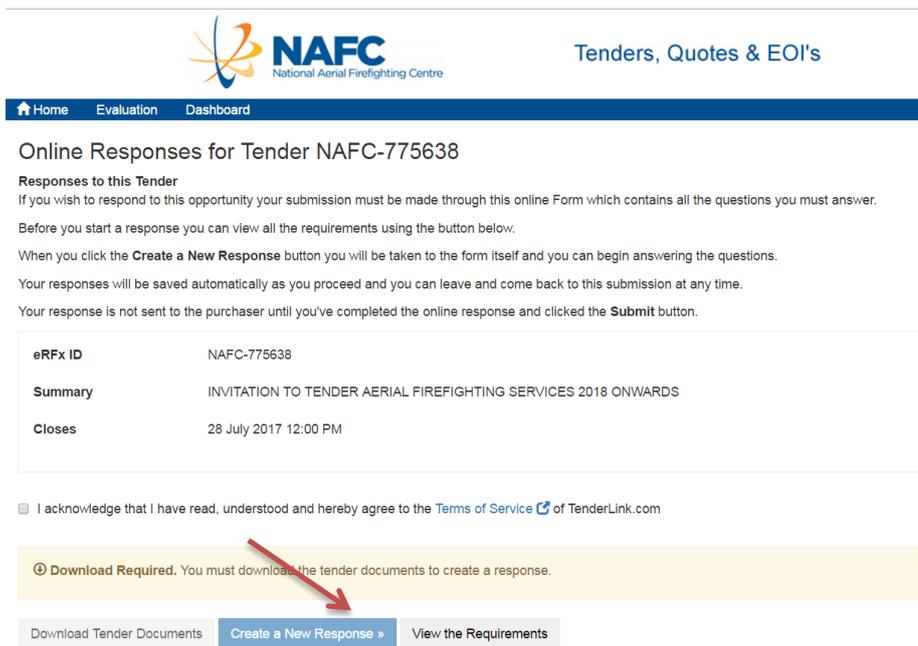
- d. Documents are downloaded as a zip file. NAFC strongly advises tenderers to save the file to a folder on their computer to allow reviewing of the documents.
- e. The zip file will include several response forms. Tenderers are required to complete these response forms and upload them in order to submit their tender.
- f. The response forms downloaded in the zip file can be completed ready to be uploaded to TenderLink as described below. Alternatively, the response forms are made available as you work through the upload process.
- g. Tenderers have the option to view the response sections by pressing the View the Requirements button. The sections are displayed here in a read-only format and can be downloaded as a PDF file for reference, however no response can be submitted from this screen.

5. Submitting a tender

- a. Before making a submission, tenderers should:
- take all steps to ensure that the response forms are free from anything that might reasonably affect useability or the security or operations of NAFC's Electronic Tender Portal and/or NAFC's computing environment
 - ensure that response form files do not contain macros, script or executable code of any kind unless that specific material has previously been supplied and approved in writing by NAFC.



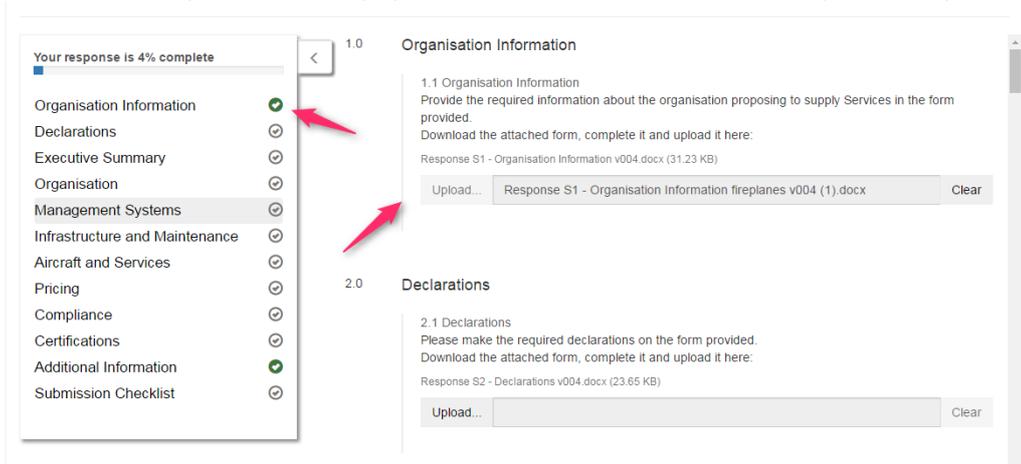
- b. Tenderers must submit their tender in accordance with the requirements set out in the ITT. Failure to comply with any of these requirements may result in the tender not uploading successfully or may eliminate the tender from consideration.
- c. Tenderers must allow sufficient time for tender lodgement, including time that may be required for any problem analysis and resolution with NAFC's Electronic Tender Portal prior to the closing time.
- d. Press the Create a New Response button to proceed to the tender submission process:



The screenshot shows the NAFC Electronic Tender Portal interface. At the top, there is a navigation bar with 'Home', 'Evaluation', and 'Dashboard' options. The main heading is 'Online Responses for Tender NAFC-775638'. Below this, there is a section titled 'Responses to this Tender' with instructions on how to submit a response. A yellow warning box states: 'Download Required. You must download the tender documents to create a response.' At the bottom of the page, there are three buttons: 'Download Tender Documents', 'Create a New Response' (highlighted with a red arrow), and 'View the Requirements'.

- e. Each Response section is listed on the left hand side of the screen, alongside a grey tick symbol. As each response section is successfully completed, the grey tick changes to green:

For this ITT, the Response sections displayed in the screen shot below have been compressed into fewer sections.

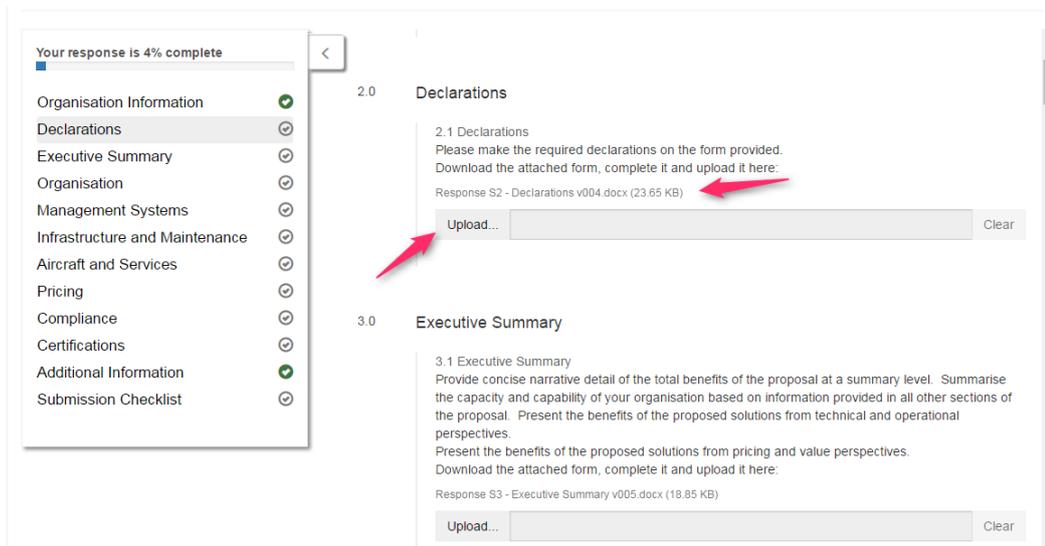


The screenshot shows the tender portal interface. On the left, there is a list of response sections with a progress indicator. The sections are: Organisation Information (green tick), Declarations (grey tick), Executive Summary (grey tick), Organisation (grey tick), Management Systems (grey tick), Infrastructure and Maintenance (grey tick), Aircraft and Services (grey tick), Pricing (grey tick), Compliance (grey tick), Certifications (grey tick), Additional Information (green tick), and Submission Checklist (grey tick). On the right, the content of the 'Organisation Information' section is displayed, including a sub-section '1.1 Organisation Information' with instructions and an upload button. Below it, the 'Declarations' section is also visible with an upload button.



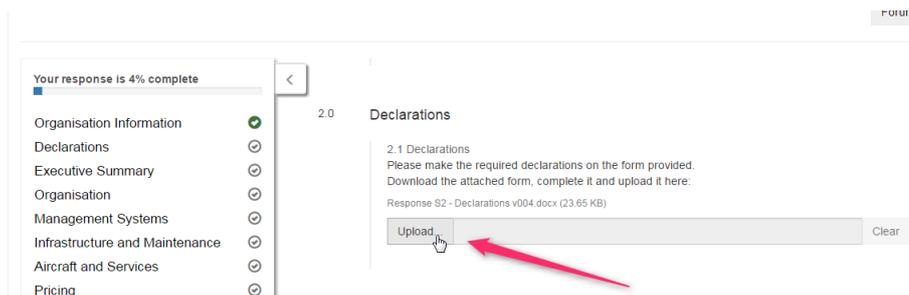
- f. The right hand side of the screen displays the upload field for each question that requires or allows a file upload.
- g. Tenderers can download fresh copies of the response forms from the grey hyperlink displayed on this screen. These copies will be the same as those downloaded as part of the zip file, giving the option to download fresh copies if required:

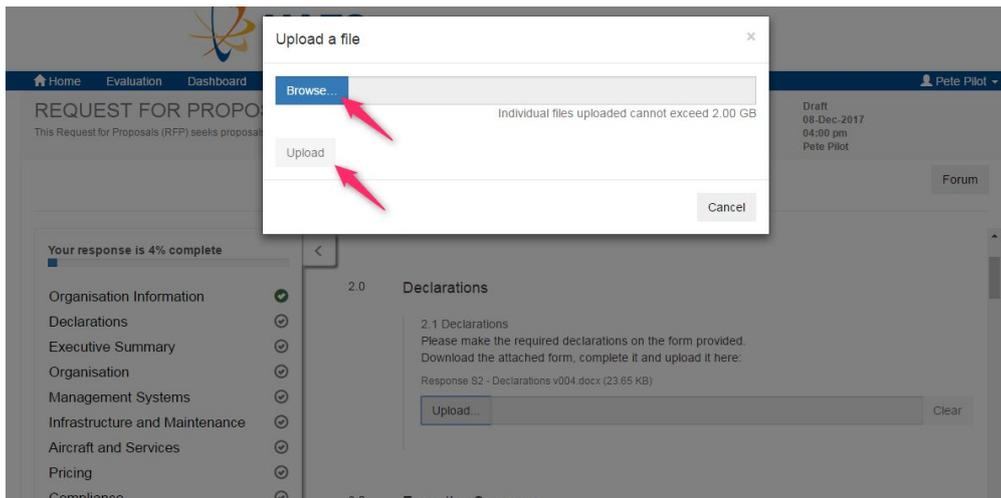
For this ITT, the Response sections displayed in the screen shot below have been compressed into fewer sections.



- h. Tenderers are required to methodically upload each response form under its correct heading; for example the response form for "Organisation Information" is uploaded at the field under "Organisation Information". Press Upload, then Browse, then Upload to select the completed form located on the tenderer's computer and upload it to the site:

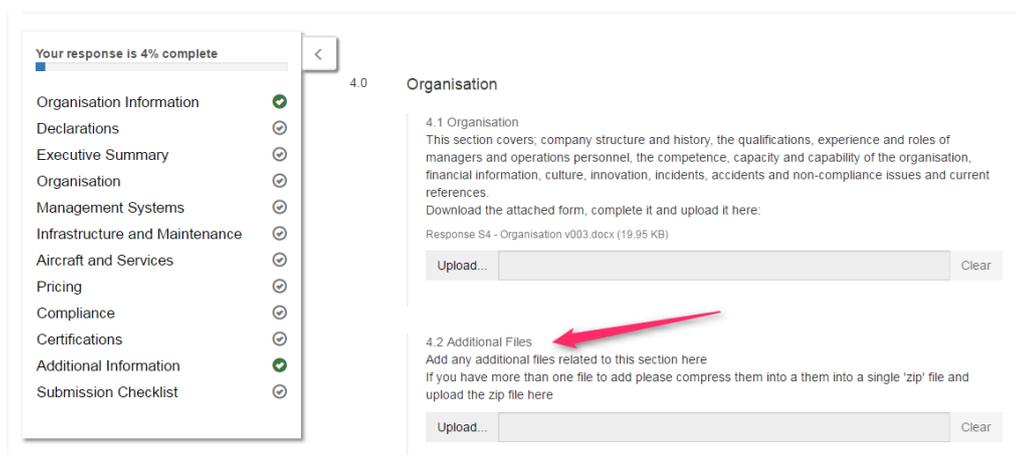
For this ITT, the Response sections displayed in the screen shot below have been compressed into fewer sections





- i. Some sections allow for the upload of both the mandatory response form, alongside the optional provision of additional information. Each field within these sections allows for the uploading of a single file only. Where the tenderer seeks to provide more than one additional file, they must compress them into a single “zip” file and upload this zip file to the Additional Files field:

For this ITT, the Response sections displayed in the screen shot below have been compressed into fewer sections

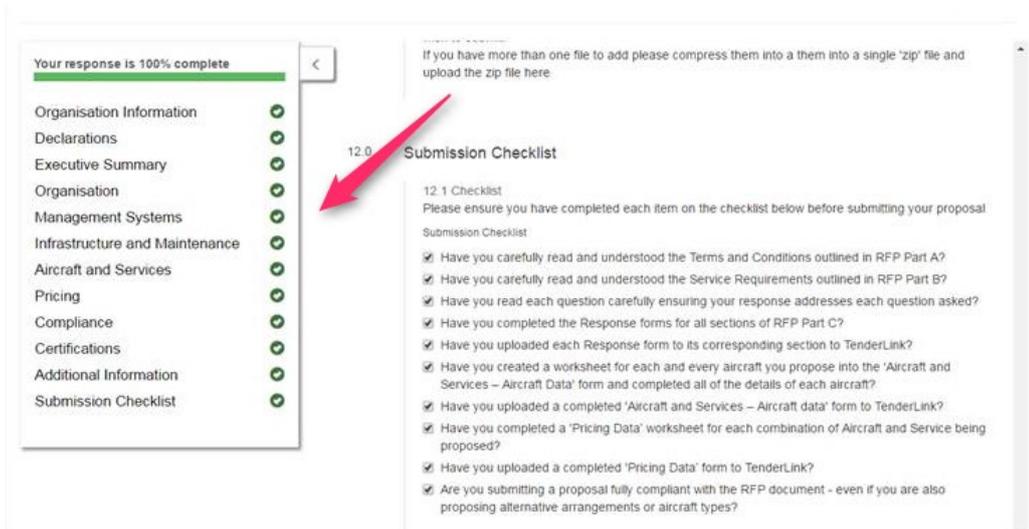


- j. This upload process saves the completed response forms to the TenderLink website without submitting the tender at this stage. Tenderers may edit the response forms (by removing, modifying and again uploading the Forms) before the final submission button is pressed. Pressing Clear on any upload bar will remove the form from the question, allowing a tenderer the option to upload a new form. After a form is cleared, the corresponding field’s tick is changed from green to grey until a new Form is successfully loaded.
- k. Tenderers can log out of TenderLink midway through submitting all of the response forms, keeping their uploaded Forms saved. Logging back in at a later time or on a different day, by entering login details and pressing the Create a New Response button, will return the tenderer to where they were, with all Forms still there. Forms uploaded will stay in this pending status until the final submission button is pressed.
- l. Once all response forms are complete and have been uploaded to TenderLink, the screen will show a series of green ticks. Tenderers are advised to check that each section has a



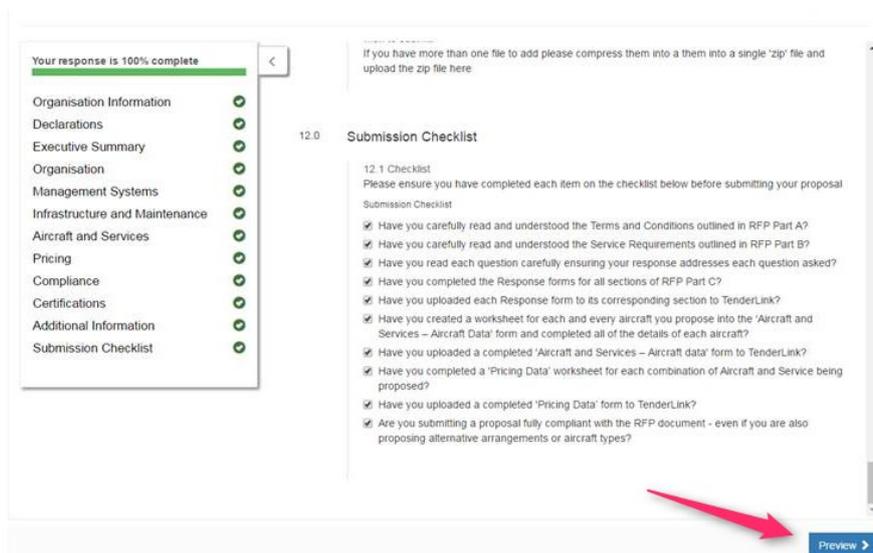
green tick to ensure all areas have been captured, before submitting (although where a non-mandatory Additional Files field has been left empty, the tick will remain grey and the green bar will not show 100% complete):

For this ITT, the Response sections displayed in the screen shot below have been compressed into fewer sections



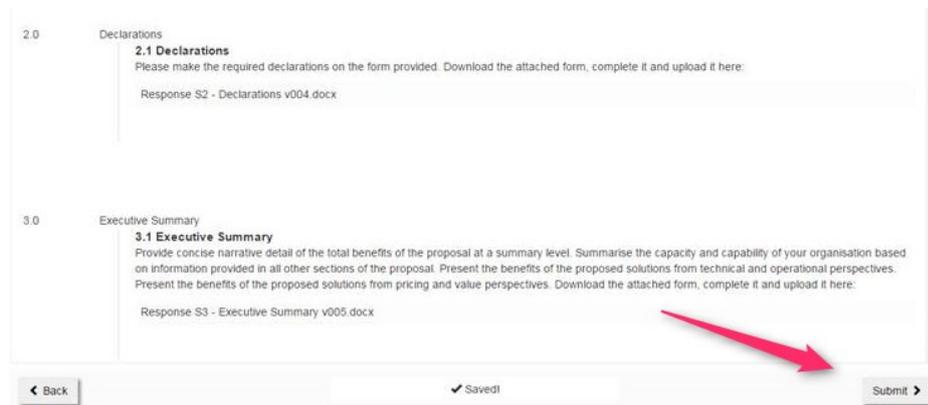
- m. Press Preview, which will allow a final check of the information uploaded:

For this ITT, the Response sections displayed in the screen shot below have been compressed into fewer sections



- n. Finally, press Submit:





- o. Tenderers will receive a confirmation message that the response has been submitted. Tenderers will also receive a confirmation by email (to the email address provided at login):
- p. Tenderers can view or modify their response at any time until the ITT closes. Logging in to TenderLink and Pressing Modify Response will allow tenderers to clear a response form and upload a new version.

Online Responses for Tender NAFC-775820

✔ Response Submitted
Response was submitted on 31 July 2017 9:32 AM by .

Responses to this Tender

If you wish to respond to this opportunity your submission must be made through this online Form which contains all the questions you must answer.

Before you start a response you can view all the requirements using the button below.

Your responses will be saved automatically as you proceed and you can leave and come back to this submission at any time.

Your response is not sent to the purchaser until you've completed the online response and clicked the **Submit** button.

eRFx ID	NAFC-775820
Summary	INVITATION TO TENDER AERIAL FIREFIGHTING SERVICES 2018 ONWARDS
Closes	31 July 2017 3:00 PM

I acknowledge that I have read, understood and hereby agree to the [Terms of Service](#) of TenderLink.com

Download Tender Documents [Modify Response »](#) [View Submitted Response »](#) [View the Requirements](#)

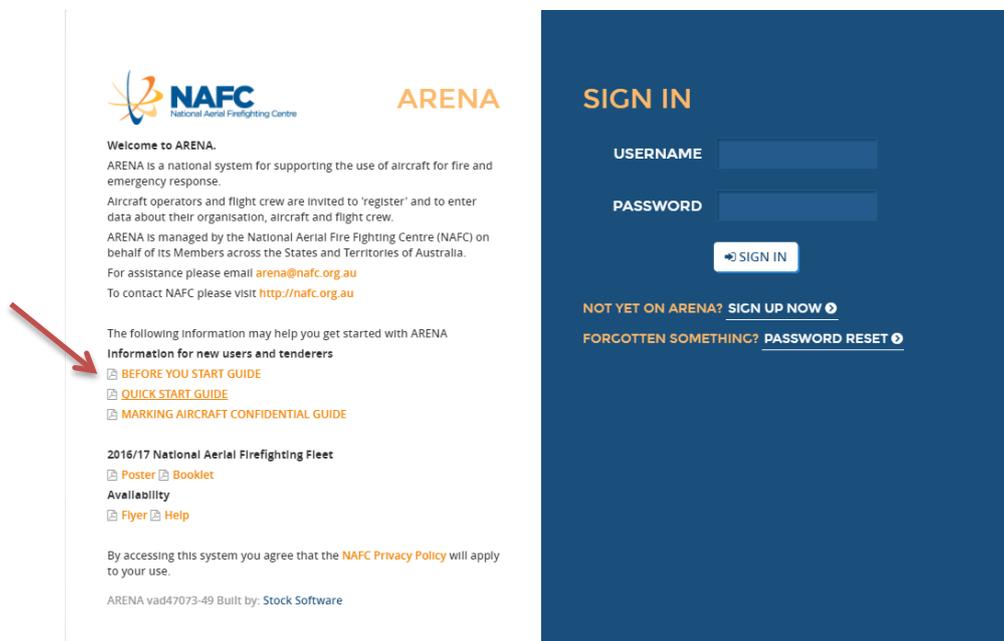
- q. If tenderers choose to modify their response before the closing time they must ensure they again press the Submit button (once modifications are complete). Tenderers receive a confirmation message onscreen and by email on each occasion they press **Submit**



APPENDIX 3: HOW TO USE ARENA

1. General

- a. Submission of a tender in this process requires the entry of company and aircraft information into NAFC's online system ARENA.
- b. NAFC will utilise the information entered in ARENA to evaluate the company and aircraft tendered.
- c. ARENA is located at <https://arena.nafc.org.au>.
- d. The login page on ARENA displays links to user guides and other information. It is recommended that prospective tenderers read and familiarise themselves with all the steps to enter company and aircraft details.



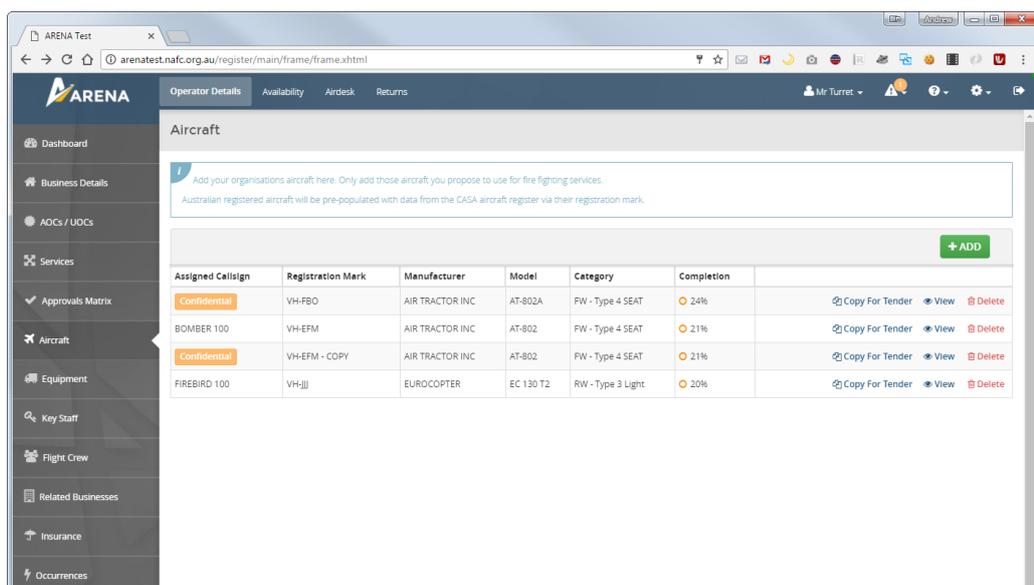
- e. All tendered aircraft must be entered into ARENA.
 - i. If your aircraft doesn't yet have a registration mark enter a placeholder registration mark that will uniquely identify the aircraft (e.g. "MyCompanyName-001").
 - ii. If the make and or model for your aircraft is not yet listed in ARENA select 'OTHER' as the make and / or model when you first enter the aircraft. For these 'OTHER' aircraft you can enter the make and model in the 'Aircraft Popular Name' field.
 - iii. ARENA uses orange and green coloured icons to indicate the completion of mandatory data fields. It is strongly recommended that tenderers complete all possible fields for each aircraft to ensure the evaluation group has enough information to evaluate the aircraft tendered.
- f. Entry of comprehensive flight crew information in ARENA is not required for this ITTs, apart from entry of data required in the 'Key Staff' section for Suppliers.



- g. Existing ARENA users do not need to re-register or re-enter any data in ARENA, However existing users are encouraged to ensure that all data about their company and aircraft is up to date and complete.

2. Marking an aircraft as confidential for tender

- a. For this ITT process, ARENA contains capabilities to copy aircraft and to mark aircraft information as confidential.
- b. When adding or editing tendered aircraft in ARENA you can select whether or not these aircraft are visible to NAFC and agency staff before the tender closes.
- c. If you set the visibility of an aircraft to Confidential for Tender, fire agency and NAFC staff will not be able to view that aircraft in ARENA, or even see that it exists, until the current ITT period closes. When the ITT closes NAFC staff will be able to view the aircraft. You can set the visibility of an aircraft to Normal at any time.
- d. The decision as to whether to mark an aircraft as Confidential for Tender is made by the Supplier. It is not necessary to set existing aircraft in ARENA as Confidential for Tender although this is an option if you want to keep the details of the aircraft confidential during the ITT. NAFC recommends that aircraft newly entered for the purpose of the tender are marked as Confidential for Tender.
- e. If you have existing aircraft in ARENA that you wish to propose and you wish to mark its visibility as Confidential for Tender, you can use the Copy For Tender function to make a confidential copy of the aircraft. That way you can continue to have the original aircraft available for Agencies to use in ARENA while editing a copy of it for the ITT process.
- f. Aircraft set as Confidential for Tender will be marked in the aircraft list with the flair **Confidential**
- g. Aircraft copied for the ITT process will be marked with **- COPY** in the registration field.

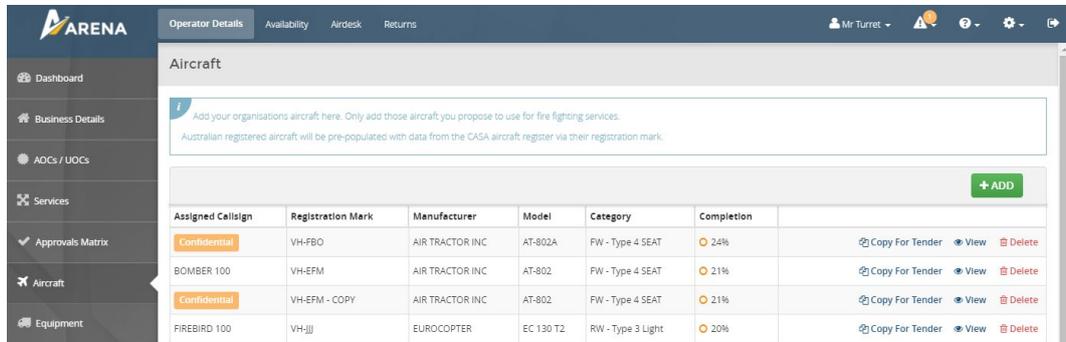


Assigned Callsign	Registration Mark	Manufacturer	Model	Category	Completion	
Confidential	VH-FBO	AIR TRACTOR INC	AT-802A	PW - Type 4 SEAT	24%	Copy For Tender View Delete
BOMBER 100	VH-EFM	AIR TRACTOR INC	AT-802	PW - Type 4 SEAT	21%	Copy For Tender View Delete
Confidential	VH-EFM - COPY	AIR TRACTOR INC	AT-802	PW - Type 4 SEAT	21%	Copy For Tender View Delete
FIREBIRD 100	VH-JJJ	EUROCOPTER	EC 130 T2	RW - Type 3 Light	20%	Copy For Tender View Delete



1.3 To copy an aircraft and set the copy as Confidential for Tender:

- Find the aircraft in your aircraft list and press **Copy For Tender**
- Press
- Edit the new aircraft and press the button



1.4 To create a new aircraft and set it as Confidential for Tender:

- Use the function to create a new aircraft record
- In the Identity section set the Visibility to **Confidential for Tender**
- Press the button



3. To set an existing aircraft as Confidential for Tender

- This will hide the aircraft from Agencies. Do not do this for Call When Needed or Contracted aircraft, use the copy function instead.
- Find the aircraft in your aircraft list and press **View**
- In the Identity section set the Visibility to **Confidential for Tender**
- Press the button

