

2023

## Stock watering place – lease tender

### Sample tender submission form

This is a sample tender submission form to provide an overview of the information required when making a submission. All tender submissions must be lodged online via the Local Land Services website at [www.lls.nsw.gov.au/tsr](http://www.lls.nsw.gov.au/tsr) by 11:59pm on Friday, 9 June 2023.

All enquiries on tender submissions must be made to the tender manager of your selected region:

- **North West** - Mal Scott - [mal.scott@lls.nsw.gov.au](mailto:mal.scott@lls.nsw.gov.au)
- **Western** - Kerryn Hart - [kerryn.hart@lls.nsw.gov.au](mailto:kerryn.hart@lls.nsw.gov.au)

An interactive map and details of the stock watering places (SWPs) available for tender in each region can be viewed at [www.lls.nsw.gov.au/tsr](http://www.lls.nsw.gov.au/tsr)

---

### Selection of SWP

Which region is the SWP in? Select one:

- North West
- Western

Note: A drop-down box will then have the list of available SWPs for your selected region.

---

### Lease fee offer (exclusive of GST)

Offer your annual fee amount (\$AUD).

Note: Lease fee offers must:

- be unconditional
  - be a single value (not a value range)
  - be exclusive of GST. (CPI increases will be applied annually to the lease fee)
  - meet or exceed the minimum lease fee offer amount
  - be for the whole of the SWP.
- 

### Eligibility criteria

The details you provide here will be assessed to determine whether your Tender Submission meets the following eligibility criteria.

**By lodging this Tender Submission form, I declare:**

1. I am over 18 years of age (if individual)
  2. I have read, understood, and agree to comply with the Terms of Tender (on last page)
  3. I have or can obtain a Property Identification Code (PIC)
-

4. I do not have any outstanding debts owing to Local Land Services
  5. I reside within 50km (via the most direct practical route) of the SWP Specified above
  6. If I am granted a SWP lease, I agree to comply with the SWP lease conditions
  7. If I am granted a SWP lease, I agree to pay the Local Land Services lease fee offered below:
    - a. before the SWP lease is granted, or
    - b. in accordance with an agreed payment schedule, as set out in the SWP lease conditions
  8. I have submitted a Lease fee offer that meets or exceeds the advertised minimum Lease fee offer for the SWP. Note: the minimum lease fee offer for each SWP will be published on the Local Land Services website.
  9. I have not been subject to compliance action for one or more of the following:
    - a. unauthorised use of a SWP, or other type of TSR,
    - b. failing to comply with condition/s of a SWP lease or TSR permit.
  10. I can obtain public liability insurance cover of at least \$20,000,000 that covers the grazing of stock on the SWP, and such insurance shall be valid for the duration of the permit.
- 

## Details of person lodging tender submission form

The following information is needed to complete this section:

- Tender type: Individual or Business
  - Name
  - Company name (if relevant)
  - Name to be used on Lease (Occupier of property referenced below)
  - Property Identification Code (PIC) – number to be given or select “I will need to apply for one”
  - Business details (ABN, GST registration, Business trading name)
  - Contact Details:
    - Residential and Postal address
    - Phone number
    - Email address
  - A second contact can be added if needed.
- 

## Evaluation Criteria

The details you provide here will be used to assess:

- the likely environmental impacts arising out of the proposed grazing, and
- the Tenderer’s capability to comply with SWP lease conditions, and
- the Tenderer’s capability to appropriately manage the SWP for the duration of the lease

To ensure the appropriate ongoing land management and maintenance of the SWP.

The assessment is based on the following Evaluation Criteria:

**1. What type of stock will be grazed on the SWP?**

- Beef Cattle
- Sheep
- Goats
- Horses
- Other

Note: Your answer to this question helps us to understand the likely environmental impacts arising out of the proposed grazing. Different types of stock have different impacts on the environment.

**2. Which option below best describes your grazing practices?**

- Set stocking
- Rotational grazing
- Tactical grazing
- Grazing to manage pasture species
- Emergency use only i.e., Drought/Flood Paddock
- Other grazing strategy

Note: Your answer to this question helps us to understand how you will manage environmental impacts so that we can better understand the likely environmental impacts arising out of the proposed grazing. Grazing strategies can have a positive or negative impact on the environment.

**3. What stocking rate do you intend applying to the SWP (number DSE/ha)?**

- Dry Sheep Equivalents (DSEs)

Note: Your answer to this question helps us to understand the likely environmental impacts arising out of the proposed grazing. The stocking rate impacts the extent of environmental impacts of grazing. Stocking rates should ensure minimal medium-long term impacts on the environment.

**4. Which months of the year do you propose to graze stock on the SWP?**

- Insert response in free text box

Note: Your answer to this question helps us to understand the likely environmental impacts arising out of the proposed grazing.

**5. How do you intend to maintain acceptable groundcover conditions, including during dry or drought conditions?**

- Insert response in free text box

Note: Your answer to this question helps us to understand the likely environmental impacts arising out of the proposed grazing and your ability to comply with the SWP lease conditions. We suggest a range of strategies should be considered.

**6. How do you intend to manage pests and weeds on the SWP and prevent new infestations occurring?**

- Insert response in free text box

Note: Your answer to this question helps us to understand the likely environmental impacts arising out of the proposed use of the SWP and your ability to comply with the SWP lease conditions (pest and weed management). We suggest a range of strategies should be considered and any specific problem pests or weeds highlighted.

**7. How do you intend to maintain water quality and riparian vegetation (if relevant) on the SWP?**

- Insert response in free text box

Note: Your answer to this question helps us to understand the likely environmental impacts arising out of the proposed grazing and your ability to comply with the SWP lease conditions. Please describe the management actions you will undertake in this context.

**8. How do you intend to maintain the fences on the SWP to ensure they are stockproof?**

- Insert response in free text box

Note: Your answer to this question helps us to understand your ability to comply with the SWP lease conditions. It is the lessee's responsibility to maintain fences during the term of the SWP lease.

**9. Do you intend to erect any fencing or infrastructure on the SWP to confine or manage stock? If yes, please explain.**

- Insert response in free text box

Note: Your answer to this question helps us to understand if you intend to erect additional fencing or infrastructure on the SWP and the appropriateness of those plans in the context of future costs to Local Land Services and environmental impacts of the proposed works.

A SWP lease does not authorize the erection of fencing or infrastructure on the SWP. Separate approval from Local Land Services would need to be obtained.

Please provide a detailed explanation if you intend to erect any fencing or infrastructure on the SWP to confine or manage stock.

**10. Do you have a holding that is either adjoining or adjacent to the SWP you are tendering for?**

- Yes/No - If yes, provide details

---

## Terms of tender

### a. Tender Process

I will comply with the tender process published online at: [www.lls.nsw.gov.au/tsr](http://www.lls.nsw.gov.au/tsr) (Tender Process).

### b. Communication

I will not influence or offer NSW Government employees or contractors any financial or non-financial benefits.

I will ensure that all queries in relation to the Tender Process are made to the tender manager.

### c. Conflict of Interest

I will immediately report any real or perceived conflicts of interest to the tender manager.

### d. Collusion

I will not engage in collusive behaviour or seek to obtain an unfair advantage. I confirm that as at the time of lodgement of my tender submission that:

- a. I have not entered into any agreement with any person in relation to who will make the highest lease fee offer, and
- b. I have not been involved in the exchange of information about the tender with other persons making a tender submission.

### e. Confidentiality

I will not discuss or disclose dealings with NSW Government to the media without approval.

I will always (including after the completion or termination of the Tender) keep confidential and not disclose to any person, or copy, use or otherwise deal with for any purpose, any information regarding my Lease Fee Offer, the tender documents, the tender submission, or Local Land Services (including its business or activities in relation to the Tender Process) except to the extent:

- a. I am specifically authorised in writing by Local Land Services, or
- b. The information is necessarily disclosed to others (who are also bound to keep the information confidential) for the purposes of enabling me to prepare a tender submission.

### f. Costs

I agree that I am liable for all expenses or costs incurred by me because of my participation in the Tender Process, including if the Tender Process is terminated.

I will have no entitlement to make any claim for any costs, expenses or other liabilities I incur in preparing a tender submission or otherwise in connection with the Tender Process including any costs, expenses, or other liabilities I incur in providing any further information at the request of Local Land Services; or any costs, losses, expenses or damages I may suffer as a consequence of the Tender Process.

### g. Enquiries

All enquiries must be made to the tender manager for your region:

- North West - Mal Scott - [mal.scott@lls.nsw.gov.au](mailto:mal.scott@lls.nsw.gov.au)
- Western – Kerry Hart - [kerry.hart@lls.nsw.gov.au](mailto:kerry.hart@lls.nsw.gov.au)

---

## Declaration

By lodging this tender submission form, I:

1. declare that the details supplied on this form and any supporting documents are true and correct to the best of my knowledge.

---

## Privacy Statement

The personal information you provide on this form is subject to the *Privacy & Personal Information Protection Act 1998*. It is being collected by Local Land Services and will be used for purposes related to this tender.

Local Land Services will not disclose your personal information to anybody else unless authorised by law. The provision of this information is voluntary or required to be supplied. If you choose not to provide the requested information, we may not be able to process this tender submission. You have the right to request access to, and correct details of, your personal information held by Local Land Services. Further information regarding privacy can be obtained from <https://www.lls.nsw.gov.au/privacy-statement>

---

© State of New South Wales through Local Land Services 2023. The information contained in this publication is based on knowledge and understanding at the time of writing May 2023. However, because of advances in knowledge, users are reminded of the need to ensure that the information upon which they rely is up to date and to check the currency of the information with the appropriate officer of the Regional NSW or the user's independent adviser.