



NORFOLK ISLAND AIRPORT MASTER PLAN REQUEST FOR TENDER 11/19

Call for Tender

The Norfolk Island Regional Council seeks to appoint a suitably qualified and experienced consultant who has demonstrated experience in the delivery of quality outcomes in Master Planning and the design of major regional airports with an understanding of the remoteness and uniqueness of Norfolk Island for an Airport Master Plan.

Forms and Lodgement

REGISTRATION: Documents can be downloaded from Council's tendering portal at www.tenderlink.com/norfolk. Documents are divided into two categories: "Tender Information" and "Returnables".

"Tender Information" refers to the documents and conditions that outline the requirements of the tender and associated contract.

"Returnables" refers to the documents that must be completed as outlined in the Instructions for Tender Submissions below.

ENQUIRIES: All enquiries relating to the proposed contract must be submitted in writing on the FORUM at www.tenderlink.com/norfolk/ via the tender notice.

SUBMISSIONS: Completed responses must be submitted via the electronic tender box (see option below). Respondents will receive a Successful Submission Receipt timed and dated upon completion. Should assistance be required please use the online manual on the portal under Support/Online Manuals/Making a Submission, or contact Tenderlink Customer Support on 1800-233-533 or if calling from Norfolk Island dial +61-1800-233-533. Complete tenders (i.e. containing all completed schedules, documents, information and details required) shall be considered ONLY if received as specified below.

(a) Tender must be submitted electronically to the Electronic Tender box at www.tenderlink.com/norfolk before the deadline for the close of tender. The submission MUST BE COMPLETE as described in this Invitation to Tender,

(b) Alternately, a hard copy may be lodged into the Tender Box located at the address shown in the Invitation to Tender document. This hard copy must be enclosed in a sealed envelope or package.

CLOSING DATE AND TIME: Tenders close at 10:00 am AEST on 07 August 2019 and submissions must be fully received by this time. The Norfolk Island Regional Council is not bound to accept the lowest priced tender or all or any part of a tender and reserves the right to conduct the Request for Tender process and select the successful respondent(s) as it sees fit. The Norfolk Island Regional Council staff are unable to respond to verbal enquiries in relation to the proposal. Late, verbal or emailed proposals will not be accepted.

Dated: 21 June 2019

BRUCE TAYLOR
GROUP MANAGER SERVICES