

UNSOLICITED PROPOSAL

About this form

Use this form to lodge
unsolicited proposals

Contact details

Customer Service Centre 1 Pope Street, Ryde
NSW Post Locked Bag 2069, North Ryde NSW
1670 **Email** cityofryde@ryde.nsw.gov.au
Phone (02) 9952 8222

PART 1 : APPLICANT DETAILS

Company Name	<input type="text"/>		
Postal Address	<input type="text"/>		
Suburb	<input type="text"/>	State	<input type="text"/>
		Postcode	<input type="text"/>
Phone number	<input type="text"/>		
Legal name/s of proponents / Company officeholders <i>[Individual, sole trader, company, etc.]</i>	<input type="text"/>		
Type of organisation <i>[Profit / non-profit, educational, small business, etc.]</i>	<input type="text"/>		
Contact person(s) details for evaluation purposes	<input type="text"/>		
	<input type="text"/>		

PART 2 : TITLE AND PRECIS OF PROPOSAL

Provide the title and precis of proposal below (*approx. 200 words*)

Title	<input type="text"/>
Precis	<input type="text"/>

PART 3 : PROPOSAL

Objectives of the proposal	<input type="text"/>
Method of approach	<input type="text"/>
Nature and extent of anticipated outcomes	<input type="text"/>
Benefits the proposal will bring to the City of Ryde	<input type="text"/>

PART 4 : ASSESSMENT CRITERIA

Please provide a brief description of how the proposal aligns with each of the six Policy Principles' evaluation criteria outlined in clause 5.1 of the City of Ryde's Unsolicited Proposal Policy.

NOTE: If the proposer is aware of any ongoing proposal or procurement process being reviewed by the City of Ryde or another proposer, they should explicitly illustrate the uniqueness of their proposal in comparison to these other initiatives.

1. Uniqueness	
2. Value for Money	
3. Strategic Alignment	
4. Return on Investment	
5. Capability and Capacity	
6. Affordability	

PART 4.1 : ORGANISATIONAL STRUCTURE AND EXPERIENCE

Your organization type and structure	
Previous experience in delivery of similar project/s	
Past performance operating similar project/s	
Facilities to be used	

PART 4.2 : POINT OF CONTACT

Please designate a contact individual to serve as the sole point of contact for this proposal.

Where applicable, a proponent should provide details of any person at the City of Ryde who has already been contacted regarding the proposal

PART 4.3 : FINANCIAL / COMMERCIAL DETAILS

Please provide a brief overview of the financial and commercial details of the proposal and the proponent's financial capacity to deliver the proposal. Clearly explain what the proposed commercial proposition is.

PART 4.4 : COSTS AND REQUIREMENTS OF CITY OF RYDE COUNCIL

Please provide details of costs to City of Ryde.

Please clearly outline the expectations from the City of Ryde resulting from the proposal (what is being requested from the Council).

This could encompass legislative or regulatory adjustments, financial support, or the utilisation of Council assets, facilities, equipment, materials, personnel, resources, and land.

Additionally, what would be the expense for the Council in fulfilling these requests? (For example, what would be the estimated value of City of Ryde Council-owned land?)

PART 5 : RISKS

Please provide a list outlining the risks pertaining to both the proponent and the City of Ryde Council.

PART 6 : INTELLECTUAL PROPERTY

Where applicable, proponents should provide a brief description of:	
Inventory of each item of intellectual property	
Nature of the intellectual property claimed (e.g. copyright, patent, etc.)	
The owner(s) of the intellectual property claimed	
Registration details (where applicable)	
Details of any items for which confidentiality is wholly or partly claimed	

PART 7 : OTHER DISCLOSURE

Please detail any applicable organisational conflict of interest and environmental impacts	
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PART 8 : PREFERRED CONTRACTURAL ARRANGEMENTS

Please outline the specifics of the proposed contractual arrangements for the proposal in the event of its success	
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PART 9 : POINT OF CONTACT

Please designate an individual to serve as the sole point of contact for this proposal. All communications regarding the proposal will be directed to this individual	
Where applicable, a proponent should provide details of any person at the City of Ryde who has already been contacted regarding the proposal	

PART 10 : VALIDITY PERIOD

Period for which the proposal is valid (minimum six months)	
Proposed duration of the arrangement	

PART 11 : DISCLAIMER

Please note that supplementary information or pages may be appended to this document.

PART 12 : SIGNATURE

This proposal is to be signed by a representative of the proponent authorised to represent and contractually bind the proponent

Name	
Position	
Signature	
Date	

Official Use Only

To: The Public Officer

Date Received:

File Number: CM