# Annexure B - Tender Response Schedule

## Tendering Entity

|  |  |
| --- | --- |
| Name of tenderer |  |
| ABN/ACN  |  |
| Postal Address |  |
| Contact Name |  |
| Contact Telephone number(s) |  |
| Contact email address |  |
| Service Provider's Representative |  |

## Tendered Categories

### Please indicate with a yes/no response.

| **Sub-panel category you wish to apply for** | **ElectricityYES/NO** | **GasYES/NO** |
| --- | --- | --- |
| **The economic regulation sub-panel**: to address topics such as why regulate, how to regulate, impact of regulation, design of regulatory mechanisms and how economic regulation should be applied |  |  |
| **The modelling/forecasting/data analysis sub-panel**: including historic and forecast data and analysis, for markets both domestic and international.  It also covers the modelling of policy decisions.  Modelling is not limited to financial modelling and can cover market modelling as well as future trends analysis |  |  |
| **The consumer understanding sub-panel**: This category covers knowledge and analysis of consumer experiences in energy market, NECF, jurisdictional policy and program impacts, consumer responses to changes in markets and the behaviour of energy businesses |  |  |
| **The market design and operation sub-panel**:  This covers topics such as what is a market, the purpose of market, how to design a market, what features to have in a market, how to operate a market, testing and analysis of the design and operation, as well as impact and analysis of the market on those within and those outside |  |  |
| **The technical and non-economic advice sub-panel**:  This category is designed to cover technical advice that is not economic in nature.  For example, advice about infrastructure design and operation and technical and safety requirements |  |  |
| **The Strategic communication sub-panel**: This category covers advice and assistance the AEMC is likely to require relating to the implementation of its strategic communication programmes including research, writing, project management, stakeholder communications, graphic design and surveys (online and interpersonal). | Yes / No |

## Insurances

|  |  |
| --- | --- |
| Please provide details of your Public Liability insurance (or equivalent). |  |
| Please provide details of your Professional Indemnity insurance (or equivalent). |  |
| Please provide details of your Workers’ compensation insurance (or equivalent). |  |

## Conflicts of Interest

|  |  |
| --- | --- |
| Please provide details of any conflict of interest (perceived or actual) |  |
| Please explain how conflicts of interest are managed  |  |

## Financial viability

|  |  |
| --- | --- |
| Please demonstrate your financial viability (preferably supported by a statement from a CPA or equivalent) |  |

## Compliance with Proposed Service Level Agreement and Contract terms

|  |  |
| --- | --- |
| Please explain any non-conformance issues you may have with the draft service level agreement |  |
| Please explain any non-conformance issues you may have with the Proposed Panel Agreement |  |

## Key Personnel

|  |  |
| --- | --- |
| Please provide CV (maximum 2 pages) for each person nominated to provide services, clearly identifying which categories (as above) they are nominated for. | *(CV’s attached. Refer to \_\_\_\_\_* |

## Executive Summary

|  |  |
| --- | --- |
| Please provide an executive summary explaining your understanding of AEMC’s requirements |  |

## Past Performance and current work

|  |  |
| --- | --- |
| Please provide a statement demonstrating your experience in the fields covered in the context of this RFT. | *Statement attached. Refer to\_\_\_\_\_\_* |

## Professional competence

|  |  |
| --- | --- |
| How is the professional competency of nominated resources demonstrated? |  |
| How is the quality of services managed? |  |

## Capacity to service AEMC requirements

|  |  |
| --- | --- |
| Please demonstrate your capacity to meet expected service levels under this panel arrangement. |  |

## Costings

|  |  |
| --- | --- |
| Include details of hourly/daily weekly fees (in Australian dollars) per named Key Personnel, any proposed increases over the life of the contract, and any volume discounts | *Costings attached. Refer to \_\_\_\_* |
| Provide details of other costs (in Australian dollars) associated with this contract, including costs for disbursements such as photocopying. Also provide a list of other costs (eg. For travel, accommodation, support etc) that you may invoice the AEMC for in the course of providing the services. | *Costings attached. Refer to \_\_\_\_* |

## Value Added Benefits

|  |  |
| --- | --- |
| Please identify any value added benefits that exceed the AEMC’s stated requirements |  |