

**REQUEST FOR QUOTATION**

**Building trust in Australia’s commercial kangaroo industry**

**Start Date:** 25 March 2019 **Finish Date:** 27 September 2019

**INFORMATION**

1. AgriFutures Australia is seeking Quotations for the above project.
2. Each respondent to the RFQ is expected to:
   1. Be fully informed of all aspects of the work required to be performed;
   2. Submit a Quotation in accordance with ***RFQ – Statement of Requirement***; and
   3. Submit a Quotation in Clarity, AgriFutures Australia’s online database.
3. Each respondent, by submitting a Quotation, agrees that the Quotation is subject to the [***AgriFutures Australia*** ***Provider Agreement***](http://research.agrifutures.com.au/niku/app?action=dms.viewFile&RhXm0r7tSeUqEr=true&fileId=7250891&fileName=Provider%20Agreement.pdf&filedownload=filedownload&RhXm0r7tSeUqEr=true) and agrees to comply with the conditions of the Agreement.

The Respondent agrees that AgriFutures Australia may accept or decline to accept the Respondent’s Quotation in its discretion. No commitments or contract exists until a contract in the form of the ***Provider Agreement*** is executed by both parties. The Respondent agrees that AgriFutures Australia is not required to enter into any contract in connection with the RFQ.

The Respondent agrees that participation in any stage of the RFQ process is at the Respondent’s sole risk and cost.

1. Acceptance of a Quotation will occur only when an Agreement is issued or a contract is executed.
2. AgriFutures Australia, at its discretion, may discontinue this RFQ, decline to accept any Quotation, decline to issue any contract or satisfy it requirement separately from this RFQ process.

**RFQ Schedule 1 – Statement of Requirement**

**KEY DATES AND DETAILS**

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| **Issue of RFQ** | 1 February 2019 |
| **Closing Time** | 5pm (AEST), 22 February 2019 |
| **Expected execution of Contract or issue of Agreement** | 25 March 2019 |
| **When Services are required** | The Services are required on or before 27 September 2019.  AgriFutures Australia believes that the project should be completed within six months. If a longer timeframe is required, the Tenderer should explain why that is the case. |
| **Contact Officer** | For all matters relating to this RFQ, the AgriFutures Australia Contact Officer will be:  Duncan Farquhar  Program Manager, AgriFutures Australia  02 6923 6912  duncan.farquhar@agrifutures.com.au |
| Lodgement method | Submissions should be made in Clarity, AgriFutures Australia’s online database.  Respondents should complete a [***RFQ Clarity new user and business request***](../Attachment-1-RFQ-Clarity-New-User-and-Business-Request-Form.docx)form and submit it ASAP to [helpdesk@agrifutures.com.au](mailto:helpdesk@agrifutures.com.au) in order to access the database.  Instructions for submitting your RFQ in Clarity are at [***Clarity User Guide – Submitting a RFQ***](../Attachment-3-RFQ-Clarity-User-Guide-updated-v2-June-2018.pdf) |
| Additional notes on completing the response  **– BUDGET**  **– PROJECT METHOD** | BUDGET:  Please ignore the budget table in the online Clarity application form and upload a separate budget table that provides a breakdown of the salary, operating and travel costs and the overall total project cost. No specific template is provided for the budget.  PROJECT METHOD:  In 1,500 words or less, please provide a detailed description of how you will meet AgriFutures Australia's requirements as set out in the RFQ Statement of Requirements.  Please attach any other relevant material to support your application. |
| Additional notes on completing the response  **– DESIGN/ COMMUNICATIONS** | The look and feel of the final report and supporting material is to be agreed with the Program Manager. The design should align with the final report template and AgriFutures Australia branding, available at <https://www.agrifutures.com.au/researchers/existing-research/> |

**THE SERVICES**

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| **Background** | Australia’s rural industries share common reputational risks. Erosion of community trust can lead to more difficult regulatory and market environments, and negatively affect industry productivity, profitability and sustainability. Events that impact one industry’s reputation can spill over and affect the image of another industry or the sector as a whole (both domestically and internationally).  Australia’s commercial kangaroo industry is one of the most sustainable wild harvest operations in the world. Commercial harvest is an important tool for managing populations of Australian kangaroos and is an important economic contributor. Building and maintaining community trust and acceptance is critical for the ongoing sustainable management of the industry. |
| **Project requirements/ Key deliverables** | The Request for Quotation (RFQ) is seeking services to understand and respond to community perceptions of Australia’s commercial Kangaroo industry.  The project aims to provide a benchmark of community sentiment around the social, environmental and economic impact of the commercial kangaroo industry, and develop strategies for how industry may work to improve the level of trust, and acceptance, Australians have in the commercial harvest of kangaroos.  This project seeks to deliver for the Australian commercial kangaroo industry:   1. A stakeholder engagement process to determine the industry’s key social license issues 2. A quantitative benchmark survey of community sentiment, including issues identified in the stakeholder engagement process 3. Pathways and models for improving community trust and acceptance over time 4. A report outlining the social insights and trust building strategies, and 5. Supporting communication material to facilitate interpretation of the data insights and research outcomes. |
| **Facilities and assistance offered by AgriFutures Australia – if any** | A project steering committee, comprising representatives from the commercial Kangaroo Industry and AgriFutures Australia, will support the service provider in refining project activities and scope.  AgriFutures Australia will host the service provider contract arrangement and will be available to provide advice and support as needed. |