



BERRIGAN SHIRE

BAROOGA • BERRIGAN • FINLEY • TOCUMWAL



EXPRESSION OF INTEREST REQUEST

Number EOI 05-23-24

Barooga Cemetery Agistment

Expressions of Interest close: 2:00pm, Wednesday 17 July 2024
To be received by email, mail or in person at:

Berrigan Shire Council
56 Chanter Street
BERRIGAN NSW 2712
mail@berriganshire.nsw.gov.au

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1. Definitions and Acronyms

1.1 Definitions

“EOI Rules”	The rules by which this EOI process is governed as stated in the content of the document.
“Berrigan Shire Council” or “Council”	The issuer of this Expression of Interest.
“Response”	An Expression of Interest submitted by the Respondent in response to this Invitation for Expressions of Interest.
“Respondent”	A party that participates in this EOI (whether or not the person submits an EOI Response).
“Contact Officer (s)”	Matthew Hansen Deputy Chief Executive Officer BERRIGAN SHIRE COUNCIL 56 Chanter Street BERRIGAN NSW 2712 Phone: 03 5888 5100 Email mail@berriganshire.nsw.gov.au

2. Introduction

2.1 Background

Berrigan Shire Council is seeking Expressions of Interest (EOI) for a 3-year licence to agist stock on land adjacent to the Barooga Cemetery on Golf Course Road, Barooga, commencing 1 July 2024.

2.2 Scope of Services

The EOI encompasses part of Crown Reserve Numbers 14036 & 1001322, approximately 7 hectares.

The Licensee may access the town water supply provided through a meter adjacent to the cemetery but such water usage will be charged by the Council to the Licensee at the same water usage rate charged by Council to its residential customers, and based on the meter reading.



2.3 Statement of Requirements

The Licensee will:

1. register and maintain the applicable Property Identification Code required by

the Local Land Services NSW, and annually renew registrations until the licence terminates, the costs of which are the sole responsibility of the Licensee;

2. pay any Local Land Services NSW rates, expenses, fees or charges issued in relation to the Permitted Use;
3. pay any rates, expenses, fees or charges issued by any authority in relation to the use of the Premises for the Permitted Use (or primary production / farming purposes).
4. complete any reporting requirements set by any relevant authority in relation to the Premises, including Local Land Service NSW and the Australian Government Department of Agriculture, Fisheries and Forestry or Australian Bureau of Statistics,

In the Expression of Interest the applicant must provide all relevant details as below:

- Full name, address, contact numbers and email address.
- The ANNUAL licence fee the applicant is willing to pay to occupy the land over a THREE-year period, including 10% GST. The Licensee will also be responsible for the payment of water usage and will be invoiced by Berrigan Shire Council quarterly)
- Identify the types of stock and number of stock intended to be agisted on the land.
- Outline previous agistment experience and care of stock. The provision of two references is desirable.
- The applicant's acceptance of, and methodology of, land management, weed control, and fence maintenance.
- Written acceptance to obtain Public Liability Insurance to the value of \$20 Million
- Written acceptance in the submission of the attached licence agreement (Annexure 1)

2.4 EOI Timeline

Date	EOI Stage
Monday 17 June 2024	EOI Released
Wednesday, 17 July 2024	EOI Closed (2pm AEDT)
Friday, 19 July 2024	EOI Evaluation
Friday, 26 July 2024	Advise EOI results

3. Evaluation Criteria

The evaluation criteria that Council will use to assess EOI Responses are set out below:

The applicant is also asked to address the criteria below:

- Annual licence fee
- The type and number of stock to be agisted
- Experience in livestock care and management

These Evaluation Criteria are not exhaustive, are not listed in any special order of priority and may not be given equal weight.

Council reserves its right to:

- Take into account information provided in response to a particular criterion in the evaluation of any other criteria.
- Take into account information from its own and other sources in evaluation EOI responses.
- Request additional information or clarifications in relation to any EOI Responses, including via interview or presentation.
- Accept or reject any Responses irrespective of the extent it satisfies any of the Evaluation Criteria.

4. Commencement Date

The property will be available for agistment from 1 September 2024, unless otherwise negotiated with the successful applicant.

5. EOI Rules

EOI Responses must comply with the following:

- 5.1 Be submitted on time (by 2:00pm, Wednesday 17 July 2024) by post, email or in person.
- 5.2 Submitted in sufficient detail to allow Council to complete its evaluation.
- 5.3 All material (including this document) provided by Council to the Respondents must be treated as confidential by the Respondents.
- 5.4 All EOI Responses will, upon lodgement, become the property of Berrigan

Shire Council.

- 5.5 Respondents are required to address every Evaluation Criteria.
- 5.6 Council will not take responsibility for returning any documents (including copies) provided by a Respondent.
- 5.7 Nothing in this document is to be construed to create any binding contract (express or implied) between Council and the Respondent, nor is this document an offer to contract.
- 5.8 Respondents must not communicate with nor solicit information concerning or relating to the EOI process from Councillors, employees, or contractors to, Berrigan Shire Council, other than through the designated Contact Officer.

6. Expression of Interest Cover Form

Respondent Name and Title	
On behalf of (Full name of Organisation)	
Postal Address	
ABN / BN / CAN	
Telephone	Business: Mobile:
Email	

Signature		Date	
Witness Signature		Date	
Name of Witness			

Please attach completed Expression of Interest Cover Form with your application.