



Quandamooka Yoolooburrabee Aboriginal Corporation RNTBC

ICN 7564

100 East Coast Road, Dunwich Q 4183

07 3415 2816

ABN 30457275826

PO Box 235, Dunwich Q 4183

admin@QYAC.net.au

QYAC's Consultant Register

Thank you for your interest in being considered for inclusion on the QYAC Consultant Register for the 2021/2022 and 2022/2023 financial years.

Please find attached the following documentation which is required to be submitted by 2 July 2021

1. Declaration and Application form; and
2. Selection Criteria

Should you wish to apply, please send the completed Declaration Form, Application Form and responses to the Selection Criteria to:

consultants@qyac.net.au or

Steve Smith
Chief Operations Officer
QYAC
PO Box 235
Dunwich QLD 4183

Please note that tenders close **4.30pm (EST) on 2 July 2021** and should be received by QYAC before that date.

- Please note that all information will be treated as commercial-in-confidence.
- Consultants who are selected for inclusion on the Consultant Register are required to fix their fee rates for a period of 24 months.
- Selection of a consultant for inclusion on the Consultant Register does not create a contract between the consultant and QYAC. No contract will exist until the parties in relation to a specific project have executed a formal written contract.
- Inclusion of a consultant on the Consultant Register does not mean that work will necessarily flow to the consultant. We reserve the right to engage any consultant who appears on the Consultant Register at our absolute discretion and are not bound to engage any consultant from the register should the range of skills and experience not match the expertise required.

Should you have any queries concerning the process or the documentation, please do not hesitate to contact me on 07 3415 2816.

Yours faithfully

Steve Smith
Chief Operating Officer

Quandamooka Yoolooburrabee Aboriginal Corporation

Register of Consultants

Selection Criteria:

General Criteria

1. Demonstrated ability to work with Aboriginal People;
2. Demonstrated experience in the Native Title Prescribed Body Corporate sector;
3. Commitment to the employment and training of Quandamooka People, Aboriginal and Torres Strait Islander staff*;
4. Qualifications and/or extensive experience relevant to field of expertise;
5. Demonstrated experience working within a consultancy timeframe and delivering high quality consultancy reports or similar outcomes in a timely manner;
6. Demonstrated ability to work to high ethical standards.

Specific Criteria

At least 5 years' experience in delivering one or more of the following services (Please identify the fields relevant to your Expression of Interest):

Architecture & Design / Building & Construction / Demolition / Waste Management / Plumbing & Electrical / Business Development & Management / Finance & Economics / Asset Management / Holiday Accommodation / Cleaning / Catering and Hospitality / Tourism / Legal / Strategic Planning and Policy/ Community Master Planning/ Community Development / Housing / Planning & Environment / Ecology & Conservation / Marine Sciences / Fire Management / Pest and Weed Management / Heavy Machinery / Forestry / Visual Art & Craft / Public Art Works / Production & Performance / Media, Marketing & Communications / Information & Digital Technology / Research, Training and Education / Intellectual Property / Land Management / Native Title / Cultural Heritage /

*Please note that preference may be provided to those consultants who engage Quandamooka People, Aboriginal and or Torres Strait Islander staff and/or who have references from Aboriginal and/or Torres Strait Islander or Quandamooka People. Accountability, transparency and value for money will also be taken into consideration.

**DECLARATION FORM FOR QUANDAMOOKA YOOLOOBURRABEE ABORIGINAL
CORPORATION (QYAC) REGISTER OF CONSULTANTS FOR 2021/2022 AND
2022/2023
FINANCIAL YEARS**

Please complete the following forms and attach any supporting materials to:

consultants@qyac.net.au

or

Steve Smith
Chief Operations Officer
QYAC
PO Box 235
Dunwich QLD 4183

DECLARATION

REQUEST TO BE CONSIDERED FOR INCLUSION ON A REGISTER OF CONSULTANTS WITH
DEMONSTRATED EXPERTISE IN A RANGE OF FIELDS RELEVANT TO THE QYAC AND TO THE FUNCTIONS OF
A NATIVE TITLE PRESCRIBED BODY CORPORATE UNDER THE NATIVE TITLE ACT 1993.

TO QUANDAMOOKA YOOLOOBURRABEE ABORIGINAL CORPORATION

REQUEST FOR CONSIDERATION FOR INCLUSION ON QYAC CONSULTANT REGISTER

The undersigned hereby offers the services proposed herein at the price quoted and subject to the
conditions set forth herein.

.....
Signature

.....
Date

.....
Position in Company

.....
Printed Name

Duly authorised to sign Tenders and Quotations for and on Behalf of:

Registered Address:

Postal Address:

Telephone Number:

Email:

Witness: (Must be an adult who is not related to the person signing the declaration)

Signed before me:

Witness Signature: Date:

Full name of Witness:

Contact Telephone Number:

Proposer's Principal Contact:

Name:

Position in Company:

Telephone No:

Email: