

## Richardson Park Request for Proposals

### Appendix C – Lodgement Checklist

PROPONENT NAME: \_\_\_\_\_

REQUIREMENT	Supplied <input type="checkbox"/>
Proposal hand delivered <b><u>before 2.00 pm (ACST) on 17 May 2016.</u></b>	
Proposal sealed and marked “Confidential Request for Proposals – Richardson Park”.	
Six (6) hard copies of the Proposal (including one (1) appropriately executed original and one (1) unbound copy) with all pages numbered	
Six (6) electronic copies, on a USB drive or DVD disk	
Covering letter including contact details	
Executive summary of overall Proposal and how it addresses each of the Assessment Criteria	
Returnable Schedule 1 - Corporate Stability	
Returnable Schedule 2 - Financial Stability	
Returnable Schedule 3 - Skills and Experience	
Returnable Schedule 4 - Nature of the Proposal	
Returnable Schedule 5 - Community Benefit	
Returnable Schedule 6 - Purchase Price	
Returnable Schedule 7 - Legal and Commercial Considerations	

A Proposal that does not contain all of the above may be set aside and not considered further by the assessment panel.

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_

Chair \_\_\_\_\_ Probity Auditor \_\_\_\_\_