



EXPRESSIONS OF INTEREST

EVENT AND VENUE CLEANING AND WASTE MANAGEMENT SERVICES (2018 – 2020)

1. Background

The Royal Agricultural Society of Victoria Limited (RASV) is a member-based, not-for-profit organisation that is dedicated to supporting excellence in Victorian agriculture. Encouraging industry development and benchmarking standards, RASV rewards and recognises excellence by showcasing the best Victorian produce through its prestigious events, competitions and associations in agricultural and rural communities.

RASV manages the Royal Melbourne Show (Show), an 11-day community event held over September/October each year at the Melbourne Showgrounds in Ascot Vale, Victoria. The Show is Victoria's largest community event, attracting over 450,000 visitors each year. RASV also manages a number of agricultural industry events throughout the year.

In addition to the Show, RASV manages the Melbourne Showgrounds - Melbourne's largest and most versatile indoor/outdoor event venue. With new purpose-built exhibition and event spaces, restored heritage buildings the site spans 19 hectares. Melbourne Showgrounds is home to over 250 events each year ranging from music concerts and industry exhibitions to sporting and agricultural events.

An approximate summary of the services required is listed below (further detail will be supplied to Shortlisted EOI respondents as part of a future tender process).

- Pre Cleaning of the Showgrounds and buildings prior to the Event Days;
- Full Detail Clean of the Showgrounds and buildings for the entire 11 day event period;
- Provision of a pool of suitably skilled and experienced personnel to successfully undertake the services;
- Provision of all required equipment and materials required to successfully fulfil the services;
- Development and implementation of a waste and resource reduction program and a recycling program;
- Daily cleaning thru-out the year of the RASV administration Building at the Showgrounds;
- Preferred cleaning and waste manager for the Melbourne Showgrounds all year round;
- Waste removal;
- Quality control and continuous improvement; and
- Reporting.

RASV is seeking responses to this Expressions of Interest (EOI) from suitably experienced and skilled organisations for the provision of cleaning, waste management and removal services for the Show and

Melbourne Showgrounds for the next three years. EOI respondents will be shortlisted and invited to tender in October/ November 2017.

2. EOI Submissions

RASV is seeking EOI Submissions (no greater than four pages) that address the following points:

1. Company Name and ABN
2. Company Contact Person, email and phone number:
3. Company Address
4. Please list your major event experience.
5. Do you have experience with cleaning livestock/animal areas and bio security expertise? If yes, where and when?
6. What bin/waste infrastructure you own?
7. What equipment and plant do you currently possess, including specialist equipment (eg scrubbers, street sweeper, compactors, etc.)?
8. What is your ability to mobilise resources and respond with removing waste (ie bulk bins, compactors)?
9. How many permanent and contract staff do you have?
10. Please provide your proposed resourcing model for the Show event (own staff verses subcontractors)
11. What is your ability to scale resources to suit events?
12. Please list your preferred subcontractors.
13. What award/EBA do you operate under?
14. Are there any current contracts that you manage that might clash with the Show event in late September? If yes, how would you manage resourcing multiple commitments?
15. Please provide a short list of your environmental practices and initiatives.
16. Please provide the names and contact details of two relevant referees.

3. EOI Submission timeline

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| Closing date for EOI submissions: | EOI submissions will be received via email only (maximum four pages). Please email EOI before 2pm, Monday 18th September 2017 to: eoicleaning@rasv.com.au |
| Further information regarding the EOI: | Melissa Jacobs ph: (03) 9281 7471 |
| Selection of shortlisted EOI's | Shortlisted EOI respondents will be contacted before Friday 22 nd September 2017. |
| Site Inspections and tendering: | Only shortlisted EOI respondents will be invited to visit the site and progress to tender stage. |