

AUSTRALIAN WATER PARTNERSHIP

– HELPING TO MANAGE WATER SCARCITY IN THE INDO-PACIFIC –

Request for Expressions of Interest for Australian organisations and businesses to participate in the Australian Water Partnership (AWP)

To be read in conjunction with the separate document:
AWP Partnering Prospectus for Australian Organisations

also available at www.waterpartnership.org.au/partners

Lodgement: via registration portal at

www.waterpartnership.org.au/partners

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1 Introduction

1.1 About AWP

- 1.1.1 The Australian Government, through the Department of Foreign Affairs & Trade (DFAT), has established the Australian Water Partnership (AWP) in response to growing water challenges in the Indo-Pacific region. The Government has initially committed \$20m over 4 years to the AWP.
- 1.1.2 DFAT has contracted eWater Limited (eWater), a not-for-profit company with the Australian and four State Governments as members, to set-up and manage the AWP. AWP set-up commenced in May 2015, and development activities formally commenced in late September 2015.
- 1.1.3 The establishment of the AWP is being overseen by an AWP Committee which is made up of members from eWater and DFAT plus an additional seven (independent) members.
- 1.1.4 Further information about the Australian Water Partnership, its governance, scope and objectives are available at: <http://www.waterpartnership.org.au>
- 1.1.5 The AWP is administered by a management team, under the CEO, who will be responsible for administering this Partnering process on behalf of the AWP Committee.
- 1.1.6 The purpose of this document is to describe the process for formation of the AWP, and provide guidance on how Australian organisations and businesses may become a Partner.
- 1.1.7 NOTE: In this REOI, the term **Partner** means an organisation which wishes to collaborate with the AWP to achieve the AWP's objectives and has a corresponding meaning where used in other forms (such as a verb or the term **Partnership**). No legal relationship of partnership or agency or profit-sharing is intended to, nor will, be created between the Partners and the AWP or between any Partners in the AWP.

1.2 Partnering approach and opportunities

1.2.1 The AWP will comprise Partners in the water and development sectors - public and private - from across Australia and in the Indo-Pacific region.

Partners may be multi-lateral international organisations, country governments and organisations, or Australian organisations and businesses. All will be committed to the aid and development objectives of the AWP.

1.2.2 To be successful, from the outset the AWP must:

- i. Be demand-driven, responding to needs expressed by priority international Partners; and
- ii. Embrace an open and collaborative approach to participation and delivery, within Australia and with international Partners.

1.2.3 Roles for Partners within the AWP will include:

- Submitting requests for assistance and proposals for funding (if an international Partner)
- Delivering activities under approved proposals (if an Australian Partner)
- Building and sharing water reform knowledge (all Partners)

1.2.4 The AWP will be an initiative led by demand from international multilateral organisations and countries.

1.2.5 On the 'demand' Partnering side, selected international Partners will be approached directly by AWP Management. The highest priority will be:

- Regional countries, brokered through DFAT posts and programs
- The World Bank
- The Asian Development Bank
- UN agencies - in the first instance UN-Water and UNDP

1.2.6 On the 'delivery' Partnering side, **all Australian public and private organisations and businesses** will have the opportunity to join AWP and participate in funded AWP activities. This call for Expression of Interest is

the process by which Australian organisations and businesses can register their intention to become an AWP Partner.

- 1.2.7 In practice, Indo-Pacific countries and organisations represent the international ‘activity Partners’ and core AWP funding beneficiaries.
- 1.2.8 From amongst the Australian Partners, organisations may be identified that can facilitate access to Australian personnel and organisational capabilities in key sectors and regions and/or facilitate AWP core program and activity delivery, on behalf of the broader Partnership.
- 1.2.9 All approved AWP Partners – International and Australian - will agree and sign a Partner MoU that sets out the mutual objectives and expectations of the AWP partnering relationship.

For further information about Australian Water Partnership please refer to the separate document ‘*AWP Partnering Prospectus for Australian Organisations*’ also available at www.waterpartnership.org.au

1.3 Roadmap for the Australian Water Partnership

- 1.3.1 The AWP will comprise numerous organisations and businesses (including registered sole traders) enabling access to Australia’s public and private water sector expertise. There is no pre-specified number of organisations that may join AWP as Partners.
- 1.3.2 Through its Partners the AWP will follow a continuing four phase process as set out below: This document reflects the start of that process with Step 1 - an invitation by the AWP Committee to submit an Expression of Interest to become a Partner.
- 1.3.3 This invitation has no closing date as it aims to maximise the opportunities for organisations to join the partnership.
- 1.3.4 Becoming an AWP Partner depends upon your ability to meet a number of criteria and to demonstrate your capability and experience in contributing in areas of relevance, described further in this document.
- 1.3.5 No membership joining fee is required.

- 1.3.6 On behalf of the Committee, the AWP Management Team will engage further with the partners identified from this EOI call to agree a standard suite of Terms & Conditions, and Principles & Protocols for delivery of activities and projects.
- 1.3.7 There are some rules for managing this Partnering EOI process, and these are set out in more detail at Section 2.
- 1.4 **Participation in Activities**
- 1.4.1 Once registered, Partners within the AWP may participate in the delivery of activities that contribute to the aims of the AWP. To do this, you will respond to Calls to Australian Partners made from time to time by the AWP Committee and/or Management.
- 1.4.2 These activity delivery calls will be based on proposals submitted to the Committee by international (demand) Partners, and will relate to specific areas of work, performed mostly in a regional partner country, as identified by the International Partner. These calls may occur in formal Rounds, once or more a year, or on an ad hoc/needs basis as determined by the Committee.
- 1.4.3 Further details of the AWP Partnering Cycle are set out in the *Partnering Prospectus*
- 1.4.4 Importantly, becoming an AWP Partner through this process does **not** guarantee the delivery of any number of activities, or any quantum of work, nor does it create an obligation to participate in the delivery of AWP activities.
- 1.4.5 The AWP will be administered in a way that creates appropriate opportunity for Partners to participate, while addressing core principles of competition and value for money from among Partners.
- 1.4.6 In so doing, the AWP Committee will apply the principles of Value for Money described by the Department of Foreign Affairs and Trade at the following location: <http://dfat.gov.au/aid/who-we-work-with/value-for-money-principles/Pages/value-for-money-principles.aspx>

2 SUBMITTING A RESPONSE

2.1 Response Form

- 2.1.1. Please read the requirements of this Partnering Request for Expressions of Interest carefully. In submitting a response, the AWP Committee will consider that you have read and understood the documentation fully, the process being applied, and the criteria for inclusion in the AWP.
- 2.1.2. Lodgement of your response should be through the AWP website at: www.waterpartnership.org.au/partners
- 2.1.3. Enquiries should be directed by email to: partnering@waterpartnership.org.au. However, you should not lodge your response at this email address.
- 2.1.4. The on-line submission portal will include the information shown in the attached Response Form (Attachment A) to complete an Expression of Interest. Completing the On-line Response Form allows the AWP to better understand your organisation, and your capability, capacity and experience to become a Partner.
- 2.1.5. In completing the Response Form, you should keep your responses succinct, relevant to the AWP, and avoid the inclusion of glossy brochures or generic information. You may cross reference your website for further context, however your response should be sufficient to be read on a stand-alone basis.
- 2.1.6. Your response should be written in English. Any measurement should be expressed in Australian legal units of measure.
- 2.1.7. Your response should include a signed declaration from a person representing the organisation in a form shown in Attachment A.
- 2.1.8. A pdf format copy of your application will be automatically generated upon completion and sent back to the email provided by the respondent.

2.2 Criteria for Inclusion

2.2.1 Becoming an AWP Partner depends on your ability to meet some important criteria, and these should be demonstrated in your response at the relevant section of the Response Schedule at Attachment A.

2.2.2 The following criteria will be conditions on your inclusion in the AWP:

- a) Your organisation must be an Australian registered enterprise and possess a valid and current ABN. It cannot be a trust.
- b) Your organisation must possess suitable insurance for workers compensation, public liability and professional indemnity. Specific levels of cover for public liability and professional indemnity insurance will be discussed and agreed with Partners prior to contracting to deliver activities, according to the size of your organisation and the delivery risk for contracted activities.
- c) Your organisation must comply, and ensure its sub-contractors comply with the Fair Work Principles.
- d) Your organisation must not be bankrupt or insolvent at the time of submission.
- e) Your organisation must not be named as not complying with the *Equal Opportunity for Women in the Workplace Act 1999*.
- f) Your organisation must not be named on the list of persons and entities designated as terrorist under the *Charter of United Nations (Dealing with Assets) Regulations 2008*.
- g) Your organisation must not have any court judgment against it relating to employee entitlements that has not been paid in full (other than judgments that are under appeal).

2.2.3 Your response should also show evidence of your ability to meet the following criteria:

- a) **Organisational Capability**¹: your organisation’s demonstrated water and/or development sector expertise, and professional knowledge, services and product ‘offerings’
- b) **People Capability**: your key people and their relevant skills, professional qualifications and experiences; and
- c) **Track-record**: demonstrated track record of providing services to the water sector in Australia, - of relevance to the activity types described in the *Partnering Prospectus*. In addition, your experience undertaking relevant work in Indo-Pacific countries may be noted. This will not be an essential criterion for acceptance as an AWP Partner but, where relevant and important, it may be subsequently used as a selection criterion for activity delivery.

2.3 Evaluation

2.3.1 The AWP Committee will evaluate all Expressions of Interest submitted and you will be advised in writing of receipt of your response, and following evaluation, of your inclusion or otherwise as a Partner in the AWP on or before the closing date.

2.3.2 The AWP Committee will maintain confidentiality of the information you provide, except that it may, from time to time, be used for the following:

- a) assisting in activity selection; and/or
- b) briefing the Department of Foreign Affairs and Trade, the Minister, or other stakeholders on the capabilities available through the AWP.
- c) Listing of the name of your organisation as an AWP Partner, and your primary contact details, on the AWP Web-site

2.4 Disclaimer

¹ Organisation is used herein broadly to include government departments, authorities, and agencies; public and private companies, small businesses and sole traders – with registered business ABN.

- 2.4.1 The AWP Committee may change or vary the nature of this or any subsequent Request for Expressions of Interest at any time. In so doing, the Committee will provide a notification on the AWP website, however is not obligated to notify individual organisations who have shown a willingness to participate.
- 2.4.2 If your response does not adequately meet the criteria set out in Section 2, the Committee may:
- a) seek further clarification from you; or
 - b) not include you in the AWP; or
 - c) include you for only part of the scope of projects or activities; or
 - d) place further conditions on your inclusion in the AWP.
- 2.4.3 Your inclusion as a Partner in the AWP does not provide you with any guarantee of any work, nor does it create an obligation to participate in the delivery of AWP activities, and the Committee reserves the right not to include or approach any Partner organisation in any subsequent invitations to participate in projects or activities carried out as part of the AWP. This is because the nature and quantum of activity and the number of separate activities or projects is not yet known, and may depend on the membership of the AWP itself and other factors beyond the control of the Committee.
- 2.4.4 The AWP Committee is established by the Board of eWater Limited (EWL) under the terms of the AWP Grant Agreement with DFAT and the provisions of the EWL constitution. Other than as noted above, EWL makes no representations or warranties, real or implied, in regard to the registration of AWP Partners and the establishment and general operations of the AWP.

Attachment A – Response Form (for information only).

You should use the on-line portal in developing your Expression of Interest.

Organisation Details

Full legal name (Respondents should provide the Respondent's full name, i.e. the legal entity which would enter into a Partner MoU with the AWP).	
Trading name	
Australian Business Number	
Australian Company Number / Australian Registered Body Number	
GST registration status (registered or not registered)	
Is the Respondent a government related entity?	Yes/No
Is the Respondent a trust?	Yes/No
Website	
Principal business address (physical and postal)	

Respondent's Contact	Name Position Address (if different to above) Work Phone Mobile Phone Email
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Compliance Criteria

Please confirm your compliance with the criteria set out in section 2.2.1. If you answer "Doesn't comply" with any of the following, please provide details.

Your organisation must be an Australian registered enterprise and possess a valid and current ABN. It cannot be a trust.	Complies / Doesn't comply
Your organisation must possess suitable insurance for workers compensation, public liability and professional indemnity. Specific levels of cover for public liability and professional indemnity insurance will be discussed and agreed with Partners contracted to deliver activities, according to the size of your organisation and the delivery risk for contracted activities. (if you are a 'self-insuring' government entity, please note this)	Complies / Doesn't comply
Your organisation must comply, and ensure its sub-contractors comply with the Fair Work Principles.	Complies / Doesn't comply
Your organisation must not be bankrupt or insolvent at the time of submission.	Complies / Doesn't comply
Your organisation must not be named as not complying with the <i>Equal Opportunity for Women in the Workplace Act 1999</i> .	Complies / Doesn't comply

Your organisation must not be named on the list of persons and entities designated as terrorist under the <i>Charter of United Nations (Dealing with Assets) Regulations 2008</i> .	Complies / Doesn't comply
Your organisation must not have any court judgment against it relating to employee entitlements that has not been paid in full (other than judgments that are under appeal).	Complies / Doesn't comply

Organisational Capability

General Overview of your Organisation

Provide a short overview of the water policy, management, professional, academic, technical or commercial capability of your organisation of relevance to the Australian Water Partnership (refer if needed to the *Partnering Prospectus*).

Response: max. 250 words (you may provide an organisational web-link for further information)

Areas of Organisational Capability

List up to ten areas of relevant organisational capability, in short dot point form

Response: Up to 10 dot points of 10 words each max.

Products & Services

Summarise your relevant commercial/business services and products (if you offer these)

Response: 250 words max plus web link if required.

People Capability

In this section, please summarise the overall relevant skills and experiences of your personnel.

Response: max. 250 words

Key personnel

Please list the names, position, qualifications, accreditations and a short profile for up to 12 key members of your organisation you are proposing to be available for participation. You do not need to list 12 names, rather sufficient to demonstrate the range of your capability of relevance to the AWP.

Name	Position	Qualifications and/or Accreditations	Short Profile describing expertise and skills of relevance (25 words max) (a web link to a short biography or CV may also be included for further information)

Track Record

In this section, please describe your demonstrated track record of providing policy, managerial, professional, academic, technical or commercial services in the water sector of relevance to the activity types described in the *Partnering Prospectus*.

Response: (250 words max) - Australian track-record

Response: 250 words max - Indo-Pacific track-record (not required/optional)

Please provide a tabulated list of up to 6 projects or business activities of relevance, with a short description (100 words max) per project. *You may provide web links for further details.*

Project/Activity Name:	Project/Activity Description: (max 100 words each)

Declaration

Declaration by Respondent

This Declaration is made on the

(insert date)

By

(insert name)

Of

(insert organisation name and ABN)

I declare that:

- a) All of the above details are true and correct to be best as at the time of Submission
- b) I have read and understood the conditions of the RFEOI as set out in this document;
- c) I am legally authorised to represent the organisation represented in this Submission

Signature

Date

Position