

Company Name					
Company Contact Person					
Subcontract Trade(s)					
Business Address					
Business Contact Details	Ph ()	Fax ()	Email:		
Preferred Size of Contracts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Tick box(s)
	< \$1m	<\$5m	<\$10m	>\$10m	>25m

MULTIPLEX INTERNAL USE ONLY:			
QUESTIONNAIRE CHECKLIST SUMMARY			MARK (Internal Use)
1.0	GENERAL		0
2.0	COMPANY STRUCTURE AND CAPABILITY (Including completed Table 1)		0
3.0	LOCAL CONTENT		0
4.0	FINANCIAL		0
5.0	OCCUPATIONAL HEALTH AND SAFETY		0
6.0	ENVIRONMENTAL		0
7.0	QUALITY ASSURANCE		0
8.0	OPERATIONAL		0
9.0	EMPLOYEE RELATIONS (Including completed Table 2)		0
ASSESSED BY:			DATE:
IDENTIFIED RISKS /OVERVIEW BRIEF			
REVIEWED BY:			DATE:
FURTHER COMMENT/AUDIT UNDERTAKEN/FEEDBACK NOTES			
CONDUCTED BY:			DATE:
CLIENT SHORTLIST APPROVAL:			
NAME:			DATE:
SIGNATURE:			
APPROVED: YES / NO (Please Circle)			
FINAL MPX SHORTLIST APPROVAL:			
NAME:			DATE:
SIGNATURE:			
APPROVED: YES / NO (Please Circle)			

NB The questions provided herein are designed to expedite a shortlisting process, and do not constitute definitive and final lines of questioning / qualification that will be required to ultimately facilitate the award of any subcontract or supply agreement.

NO.	QUESTIONS	ANSWER	INTERNAL USE
1.00 GENERAL			
1.01	You accept that you will be required to sign and return a Confidentiality Undertaking (attached as part of this correspondence) requiring you to refrain from divulging any Confidential Information to any person not involved with the preparation of the tender Yes / No		
2.00 COMPANY STRUCTURE AND CAPABILITY			
2.01	What is the trading name, ABN and ACN number of the Company registering an interest with MPX?		
2.02	Is the Company registering their interest a Trust? Yes / No		
2.03	How long has the Company traded under its present Company name?		
2.04	Please provide a copy of the company structure including related entities and subsidiary companies. If applicable, provide details as an attachment.		
2.05	Is the Contracting Entity compliant with the National Code of Practice for the Construction Industry? Yes / No		
2.06	Have you worked on any Multiplex projects before? If so, which ones? Please provide details on Table 1.1 (attached) If No, provide details of three other references on Table 1.1 (attached). Table should be completed either way		
2.07	Have you worked on any retail projects before? If so, which ones? Please provide details on Table 1.2 (attached)		
2.08	Have you attached all the necessary attachments requested in the 2.00 - COMPANY STRUCTURE AND CAPABILITY ? Yes / No / Not Applicable		0
3.00 AUSTRALIAN CONTENT			
3.01	For the Karrinyup Shopping Centre Expansion there will be an Australian Industry Participation (AIP) Plan that is compliant with the Australian Jobs Act 2013 (the Act) which details Australian industry participation requirements for major projects valued at \$500 million or more. The Act ensures that information about opportunities to bid for work on major projects is provided by all levels of the project's supply chain – from procurement entities to lower tier suppliers. (links below). Are you aware of these guidelines and will your company commit to these? <u>Australian Industry Participation:</u> <u>https://industry.gov.au/industry/IndustryInitiatives/AustralianIndustryParticipation/Pages/default.aspx</u> Yes / No		
3.02	If you are successful in tendering, your Company will be required to cascade down to any secondary subcontractors (if applicable) the requirements of the AIP Plan based on these guidelines. Do you agree to implement and manage this commitment? Yes / No		
3.03	There are monthly reporting requirements for the AIP Plan based on these guidelines, will your company supply the necessary information to MPX? Yes / No		
3.04	Is the Main/Head office of the company domiciled in Western Australia? If no, go to Question 3.05 Yes / No		
3.05	Is the Main/Head office of the company domiciled in Australia? If no, go to Question 3.06 Yes / No		
3.06	If a foreign company, does your company have an Australian presence/strategic alliance? Yes / No If yes, please provide details as attachment.		
3.07	Please provide details (as a percentage) of the breakdown of your labour anticipated to be used on this project? Western Australian %; Other Australian %; NZ %; Other %		
3.08	Please provide details (as a percentage) of the breakdown of your materials anticipated to be used on this project?		
3.09	Have you attached all the necessary attachments requested in the 3.00 - AUSTRALIAN CONTENT ? Yes / No / Not Applicable		0

NO.	QUESTIONS	ANSWER	INTERNAL USE
4.00 FINANCIAL			
4.01	Please provide a summary of your most recent audited accounts / financial results. (Proof may be requested at a later stage in the procurement process, do not include documents now) Annual turnover/sales AU\$ Value of Net tangible Assets AU\$ Value of Work on Hand AU\$		
4.02	Have any owners or directors been involved in a company that has gone into bankruptcy or liquidation? Yes / No If Yes, please provide details.		
4.03	Do you agree to undergo a financial audit as part of this procurement process and thereafter every six months or as deemed necessary by MPX? Yes / No		
4.04	Will you sign, without amendment, a standard MPX Subcontract Agreement? (Available for review on request) Yes / No		
4.05	Will you enter into a Guarantee Maximum Price (GMP) agreement on your initial tender price & then work with MPX to refine design & reduce cost? Yes / No		
4.06	Do you agree to a 10% cash retention, up to a maximum of 5% being applied by MPX on this project? Yes / No		
4.07	Have you attached all the necessary attachments requested in this 4.00 - FINANCIAL Yes / No / Not Applicable		0
5.00 HEALTH, SAFETY & ENVIRONMENT (SAFETY)			
5.01	Is your HS&E System certified to AS4801? Please attach a copy of current certificate Yes / No If Yes, move directly to Question 5.05		
5.02	If No to Q5.01, is your HS&E System prepared in accordance with the principles of AS4801? Yes / No		
5.03	Do you have a written HS&E Policy? Please attach a copy Yes / No		
5.04	If No to Q5.02 are you willing to comply with the MPX Safety Management Plan? Yes/No		
5.05	Will you develop site and task-specific operating procedures, safe work method statements, JSA or safety instructions relevant to site operations? Yes / No		
5.06	Do you employ a person whose sole responsibility is to implement, administer and maintain HS&E systems and records? Yes / No		
5.07	Do you conduct pre-start meetings and toolbox talks based on your site activities and your company safe work method statements that include verification sign offs by those attending them? Yes / No		
5.08	Have you attached all the necessary attachments requested in this 5.00 - HEALTH, SAFETY & ENVIRONMENT (SAFETY) Yes / No / Not Applicable		0
6.00 HEALTH, SAFETY & ENVIRONMENT (ENVIRONMENTAL)			
6.01	Is your Environment Management System (EMS) certified to ISO 14001 or is it prepared in accordance with the principles of ISO 14001? Yes / No If yes, attach current valid certificate and move directly to Question 6.04		
6.02	If no to Q6.01, do you have a written Environmental Policy? Yes / No If yes, provide as attachment.		
6.03	Do you have a written EMS? Yes / No If yes, provide a template.		
6.04	If no to 6.03, are you willing to comply with MPX Environmental Management Plan? Yes/No		
6.05	Do you have a company waste management plan? If Yes, provide the plan details as attachment / No		
6.06	Have you attached all the necessary attachments requested in this 6.00 - HEALTH, SAFETY & ENVIRONMENT (ENVIRONMENTAL) Yes / No / Not Applicable		0

NO.	QUESTIONS	ANSWER	INTERNAL USE
7.00	QUALITY ASSURANCE		
7.01	Do you have a Quality Management System in accordance with the requirements of ISO9001? If Yes, please provide copy of current certificate / No		
7.02	Will you develop site specific Quality Plan that includes the scope and methodology of your operations? Yes / No		
7.03	Will you carry out regular audits of your operations to determine the ongoing effectiveness of your quality management system? Yes / No		
7.04	Will you develop site and task specific Inspection and Test Plans and associated checklists for all manufacture and construction processes required under the Contract? Yes / No		
7.05	MPX operates a web based document control system called Aconex (informational link below). Confirm you will use Aconex for all project correspondence? https://www.aconex.com/support/online-training/getting-started/aconex Yes / No		
7.06	MPX will not be issuing hard copy contract documents - Do you agree to receiving electronic documents via Aconex? This will included all tender and related documents. Yes / No		
7.07	Have you attached all the necessary attachments requested in this 7.00 - QUALITY ASSURANCE Yes / No / Not Applicable		0
8.00	OPERATIONAL		
8.01	Do you have a selection process or pre-qualification requirement prior to awarding work to secondary subcontractors?		
8.02	Does your company regularly review all aspects of performance on each project? Yes / No		
8.03	Has your company been involved in any dispute, currently or within the last five years? If Yes, provide details as attachment. / No		
8.07	Have you attached all the necessary attachments requested in this 8.00 - OPERATIONAL Yes / No / Not Applicable		0
9.00	EMPLOYEE RELATIONS		
9.01	Please indicate the number of staff employed.		
9.02	Please indicate the number of wages personnel employed.		
9.03	Please indicate the number of contractors engaged.		
9.04	Name of industrial instrument that applies to your employees.		
9.05	Please provide a copy of this industrial agreement.		
9.06	Has this industrial agreement been assessed as being Code compliant? If so, please provide DEEWR certificate or equivalent.		
9.07	Please provide details of any industrial disputation that has occurred on your last four projects. Please provide details on Table 2 (attached)		
9.08	Have you attached all the necessary attachments requested in 9.00 Employee Relations ? Yes / No / Not Applicable		0

Please submit completed questionnaire with all accompanying documentation to:

procurement.KSC@multiplex.global

Multiplex

Brookfield Place Tower 2

Level 1, 123 St Georges Terrace

Perth WA 6000

Table 1.1 - Refers to question 1.02 - Multiplex Project History

Year	Project Name	Client or Contractor	Referee Names	Contact Details	Short description of work undertaken	Subcontract Value A\$

Table 1.2 - Refers to question 1.03 - Retail Project History

Year	Project Name	Client or Contractor	Referee Names	Contact Details	Short description of work undertaken	Subcontract Value A\$

Table 2 - Refers to question 9.07 - Project Disputation

Project Name	Disputation Details