



REQUEST FOR TENDER

RFT 2.2026.27

LEASE OF THE BRUCE ROCK CAFÉ

Five (5) Year Commercial Lease Opportunity



PREMISES

Bruce Rock Café
48 Johnson Street
Bruce Rock WA 6418



TENDER CLOSES

4.00 pm (AWST)
Friday 28 August 2026



ENQUIRIES

Chief Executive Officer
Shire of Bruce Rock
(08) 9061 1377

admin@brucerock.wa.gov.au
or vanessa.ward@brucerock.wa.gov.au



STRONG
COMMUNITY
TOGETHER



GROWING
VISITOR
ECONOMY



SUSTAINABLE
AND LOCAL
FOCUS



BUILDING A VIBRANT FUTURE TOGETHER

The Shire of Bruce Rock invites suitably qualified, experienced and innovative individuals, partnerships, companies and organisations to submit a Tender for the lease and operation of the Bruce Rock Café, located at 48 Johnson Street, Bruce Rock, Western Australia.

The Shire is seeking an operator who can deliver a welcoming, high-quality hospitality experience while operating a financially sustainable business that contributes to the economic, social and tourism objectives of the Bruce Rock community.

The successful Tenderer will enter into a five (5) year Commercial **Lease** with the Shire of Bruce Rock and will be responsible for the day-to-day management and operation of the café.

Council recognises the café as a significant community asset and is committed to securing an operator who will maintain high standards of service, presentation and professionalism while supporting the continued growth and vibrancy of Bruce Rock.

Opportunity

This Tender presents an exciting opportunity to operate a café in one of the Wheatbelt's welcoming regional communities.

The Bruce Rock Café occupies a highly visible location within the town's commercial precinct and provides an opportunity to establish a business that services:

- Local residents
- Farming families
- Travelling contractors
- Government agencies
- Tourists
- Caravan and camping visitors
- Sporting groups
- Community organisations
- Regional events

Council welcomes proposals that demonstrate innovation while maintaining the café as a high-quality food and beverage venue.

Tenderers are encouraged to identify opportunities that will increase visitation, strengthen the local economy and enhance the customer experience.

Council's Objectives

Through this Request for Tender, Council aims to:

- Secure an experienced hospitality operator.
- Encourage investment within Bruce Rock.
- Increase visitor expenditure within the district.
- Promote local employment opportunities.
- Support tourism growth.
- Encourage the use of local suppliers where practicable.
- Deliver excellent customer service.
- Maintain an attractive and active town centre.
- Provide a welcoming meeting place for residents and visitors.
- Maximise the long-term success of the café.

Council is seeking a long-term partnership with an operator who shares these objectives.

Lease Overview

The proposed lease includes:

Property:	Bruce Rock Café
Address	: 48 Johnson Street, Bruce Rock WA 6418
Lease Term:	Five (5) Years
Commencement:	By mutual agreement
Rent Reviews:	Annual CPI adjustment
Public Liability Insurance:	Minimum \$20 million
Building Insurance:	Provided by Council
Utilities:	Tenant responsibility

The successful Tenderer will enter into a formal Commercial Lease approved by the Shire of Bruce Rock.

Procurement Principles

The Request for Tender has been prepared to ensure an open, transparent and equitable procurement process.

Council will assess submissions on the basis of overall value rather than rental offered alone.

The evaluation process will consider:

- Hospitality experience;
- Financial capability;
- Business proposal;
- Customer service;
- Community benefit;
- Local economic benefit;
- Sustainability initiatives; and
- Commercial return.

Council reserves the right to:

- Accept any Tender.
- Reject any Tender.
- Reject all Tenders.
- Negotiate with one or more Tenderers.
- Seek clarification of any submission.
- Discontinue the Tender process at any time.

The highest rental offer will not necessarily be accepted.

Tender Timetable

Tender Opens:	8.00 am (AWST), Friday 31 July 2026
Property Inspection:	By appointment
Closing Date:	4.00 pm (AWST), Friday 28 August 2026
Evaluation Period:	September 2026
Council Consideration:	September 2026
Lease Commencement:	By agreement

Tenders to be submitted electronically to vanessa.ward@brucerock.wa.gov.au

The Shire reserves the right to amend the above timetable if required.

Enquiries

All enquiries regarding this Tender shall be directed to:

Chief Executive Officer

Shire of Bruce Rock
54 Johnson Street
Bruce Rock WA 6418

Telephone: (08) 9061 1377

Email: vanessa.ward@brucerock.wa.gov.au or admin@brucerock.wa.gov.au

Tenderers must not contact Councillors or other Shire staff regarding this Tender unless authorised by the Chief Executive Officer.

ABOUT THE SHIRE OF BRUCE ROCK

The Shire of Bruce Rock is situated in the eastern Wheatbelt of Western Australia, approximately 250 kilometres east of Perth. Covering a predominantly agricultural region, the Shire is renowned for its productive farming industry, welcoming community and strong sense of civic pride.

The district has a rich history shaped by agriculture and continues to play an important role in Western Australia's grain and livestock industries. Alongside its agricultural strengths, Bruce Rock has become an attractive destination for travellers exploring the Wheatbelt, offering unique landscapes, heritage attractions and genuine country hospitality.

The Shire is committed to creating a prosperous, resilient and connected community by investing in quality infrastructure, supporting local businesses and encouraging economic development.

Attractions

Visitors are attracted to Bruce Rock by a range of natural, historical and recreational attractions, including:

- Kokerbin Rock
- Bruce Rock Museum
- Heritage buildings
- Walking trails
- Wildflower displays (seasonal)
- Agricultural landscapes
- Community events
- Sporting competitions

These attractions generate opportunities for hospitality businesses to provide quality food and beverage services throughout the year.

Tourism

The Wheatbelt continues to experience increasing visitation from:

- Grey nomads
- Caravan travellers
- Nature-based tourists
- Heritage enthusiasts
- Cycling groups
- Agricultural visitors
- Government and industry representatives

The Bruce Rock Café has the opportunity to become an important destination for these visitors while complementing the town's broader tourism offering.

Vision

The Shire's vision is to foster a vibrant, sustainable and inclusive community where residents, businesses and visitors can thrive.

Council is committed to:

- Supporting local enterprise.
- Encouraging investment.
- Maintaining quality public facilities.
- Providing excellent local government services.
- Growing tourism.
- Supporting community wellbeing.
- Preserving the district's rural character.
- Encouraging innovation and economic diversification.

The Bruce Rock Café forms an important component of this vision by providing a welcoming destination for residents and visitors while contributing to the vitality of the town centre.

Community

Bruce Rock is known for its strong community spirit and active volunteer network.

Residents enjoy access to:

- Modern sporting facilities;
- Community clubs;
- Library services;
- Medical facilities;
- Educational facilities;
- Recreational reserves;
- Caravan park;
- Public open spaces; and
- Community events.

The town regularly hosts agricultural, sporting and community events that attract participants from across the Wheatbelt.

Economic Profile

Agriculture remains the principal economic driver of the district, supported by:

- Grain production;
- Livestock enterprises;
- Agricultural services;
- Engineering businesses;
- Retail businesses;
- Construction;
- Tourism; and
- Small business.

The Shire actively supports initiatives that diversify the local economy and encourage investment within the district.

Council's Commitment

Council recognises that successful local businesses contribute significantly to the long-term prosperity of the community.

The lease of the Bruce Rock Café reflects Council's commitment to:

- Supporting local employment.
- Encouraging entrepreneurship.
- Strengthening the main street.
- Improving visitor experiences.
- Increasing economic activity.
- Providing quality community facilities.

The successful Tenderer will become an important partner in achieving these objectives.

CAFÉ OPPORTUNITY

An Outstanding Business Opportunity

The Bruce Rock Café presents an outstanding opportunity for an experienced hospitality operator to establish or expand a successful regional business.

Located in a prominent main street position, the café has the potential to become one of the district's premier hospitality venues.

Council is seeking an operator who will build upon the café's strengths while introducing fresh ideas that enhance its appeal and long-term sustainability.

Council welcomes innovative proposals that complement the café's primary hospitality function.

Council Expectations

Council expects the successful Tenderer to:

- Operate a high-quality café.
- Maintain consistent trading hours.
- Deliver excellent customer service.
- Comply with all food safety requirements.
- Maintain the premises to a high standard.
- Employ appropriately trained staff.
- Promote Bruce Rock positively.
- Participate in community life where practical.
- Support local suppliers wherever possible.
- Develop a sustainable and financially viable business.

Partnership with Council

The Shire of Bruce Rock is seeking more than a tenant—it is seeking a partner committed to the long-term success of the café and the community.

Council looks forward to working collaboratively with the successful Tenderer to ensure the Bruce Rock Café remains a welcoming destination that reflects the values and hospitality of the Bruce Rock community.

GOVERNANCE FRAMEWORK

The Shire of Bruce Rock is committed to conducting procurement activities in a manner that is transparent, accountable, ethical and consistent with the principles of good governance. The governance framework for this Request for Tender (RFT) has been established to ensure that all Tenderers are treated fairly, the evaluation process is impartial, and the successful Tenderer is selected based on the published evaluation criteria and best overall value for the Shire and community.

This procurement will be managed in accordance with the Shire's Purchasing Policy and all applicable legislation.

Roles and Responsibilities

Council

Council is responsible for:

- Approving the release of the Request for Tender (where applicable).
- Considering the recommendation for the preferred Tenderer.
- Approving the award of the Lease (where required by delegation or Council policy).
- Ensuring compliance with legislative and policy requirements.

Chief Executive Officer

The Chief Executive Officer (CEO) is responsible for:

- Overall management of the procurement process.
- Appointment of the Evaluation Panel.
- Ensuring compliance with procurement legislation and Council policy.
- Issuing addenda where required.
- Approving procurement documentation under delegated authority.
- Executing the Lease where authorised.

Tender Contact Officer

The Tender Contact Officer is responsible for:

- Coordinating the procurement process.
- Managing communications with Tenderers.
- Receiving and registering Tender submissions.
- Issuing clarifications and addenda.
- Maintaining procurement records.
- Providing administrative support to the Evaluation Panel.

Evaluation Panel

The Evaluation Panel is responsible for:

- Evaluating all conforming Tender submissions.
- Assessing submissions against the published selection criteria.
- Conducting interviews and presentations (if required).
- Completing consensus scoring.
- Preparing the Evaluation Report.
- Recommending the preferred Tenderer.

The Evaluation Panel will consist of officers with appropriate knowledge, skills and experience relevant to the lease and operation of the café. Evaluation Panel Members will comply with the Shire's Code of Conduct for Tender Evaluation Panel Members.

Probity

Probity is fundamental to maintaining public confidence in Council's procurement processes.

All participants will:

- Act honestly and impartially.
- Treat all Tenderers equally.
- Avoid bias.
- Maintain confidentiality.
- Comply with procurement legislation.
- Avoid actual, perceived or potential conflicts of interest.

Any attempt to improperly influence the procurement process may result in exclusion from the Tender process.

Conflict of Interest

All Evaluation Panel Members will complete a Declaration of Interest prior to the commencement of the evaluation process.

Tenderers are required to disclose any:

- Actual conflict of interest.
- Potential conflict of interest.
- Perceived conflict of interest.

If a conflict arises during the procurement process, it must be disclosed immediately. Appropriate management strategies, including recusal from the evaluation process where necessary, will be implemented.

Confidentiality

All information received through the Tender process will be treated as confidential, except where disclosure is required by law.

Evaluation Panel Members, advisers and Council officers will maintain strict confidentiality regarding:

- Tender submissions.
- Evaluation discussions.
- Scores and rankings.
- Commercial information.
- Recommendations.

Tenderers should clearly identify any information they consider to be commercial-in-confidence.

Communications Protocol

To preserve the integrity of the procurement process:

- All communications must be directed through the nominated Tender Contact Officer.
- Tenderers must not contact Councillors, Evaluation Panel Members or other Shire staff regarding the Tender unless authorised.
- Questions of general interest may be answered through an Addendum issued to all registered Tenderers.

Failure to comply with these communication requirements may result in exclusion from the Tender process.

Risk Management

The procurement process will incorporate appropriate risk management measures, including:

- Identification of procurement risks.
- Compliance checks.
- Financial due diligence.
- Reference checks.
- Insurance verification.
- Lease security requirements.
- Governance oversight.

The objective is to minimise procurement risk while ensuring an equitable and competitive process.

EVALUATION METHODOLOGY

Purpose

The purpose of the evaluation process is to identify the Tender that provides the greatest overall value to the Shire of Bruce Rock and the community.

The evaluation will be conducted using a structured and documented methodology that is transparent, equitable and consistent with the published evaluation criteria. The successful Tender will not necessarily be the one offering the highest rental; instead, the assessment will consider the overall value of each proposal.

Evaluation Objectives

The evaluation process aims to:

- Select an experienced and/or capable hospitality operator.
- Achieve value for money.
- Ensure the long-term viability of the café.
- Support local economic development.
- Encourage sustainable business practices.
- Deliver quality customer service.
- Promote community outcomes.
- Mitigate operational and financial risk.

Evaluation Process

The evaluation will be undertaken in six stages.

Stage 1 – Compliance Assessment

Each submission will be assessed to confirm it:

- Was received before the Closing Time.
- Contains all mandatory documentation.
- Is signed by an authorised representative.
- Meets all mandatory requirements.
- Complies with the Tender Conditions.

Non-conforming submissions may be excluded from further evaluation.

Stage 2 – Qualitative Assessment

Conforming submissions will be independently assessed against the published evaluation criteria.

Panel Members will allocate preliminary scores before participating in a consensus evaluation meeting.

Stage 3 – Financial Assessment

The Evaluation Panel will assess:

- Financial capacity.
- Business viability.
- Rental proposal.
- Commercial sustainability.
- Supporting financial information.

Council may request additional financial information if required.

Stage 4 – Due Diligence

Council may undertake:

- Referee checks.
- Company searches.
- Credit assessments.
- Verification of qualifications.
- Verification of licences.
- Insurance confirmation.
- Review of previous hospitality experience.

Council may also interview proposed operators or key personnel.

Stage 5 – Consensus Evaluation

Following individual assessments, the Evaluation Panel will meet to:

- Discuss each Tender.
- Resolve scoring differences.
- Reach consensus scores.
- Document reasons for scores.
- Rank submissions.

The Evaluation Report will recommend the preferred Tenderer based on the total weighted score and overall value.

Stage 6 – Recommendation and Approval

The Evaluation Report will be submitted to the appropriate approving authority.

Council will consider the recommendation and determine whether to award the Lease.

No contractual relationship exists until the Commercial Lease has been executed by both parties.

Evaluation Criteria

The following weighted criteria will be used:

Criterion	Weighting
Business Proposal (Operating Model)	60%
Hospitality Experience	25%
Financial Capacity	15%
TOTAL	100%

The weighting reflects Council's objective of selecting the proposal that offers the best overall value rather than the highest rental alone.

Scoring Methodology

Each qualitative criterion will be scored using the following scale:

Score	Rating	Description
0	Unacceptable	Does not meet the requirement.
1	Poor	Major deficiencies; significant concerns.
2	Fair	Meets some requirements but improvements are required.
3	Satisfactory	Adequately meets the requirement.
4	Good	Meets the requirement well with several strengths.
5	Very Good	Exceeds the requirement in several areas.
6	Excellent	Outstanding response with significant added value.

The weighted score for each criterion will be calculated by applying the relevant weighting to the consensus score.

Value for Money Assessment

In determining value for money, the Evaluation Panel will consider:

- Business Proposal (Operating Model).
- Demonstrated hospitality experience.
- Financial capability.

The lowest cost or highest rental proposal will not necessarily represent the best value for the Shire. This approach is consistent with the Shire's value for money principles.

Clarifications and Interviews

Council may request clarification of any aspect of a Tender submission.

Shortlisted Tenderers may also be invited to:

- Attend an interview.
- Deliver a presentation.
- Explain aspects of their proposal.
- Discuss their business plan.
- Respond to questions from the Evaluation Panel.

Clarifications or interviews will not permit Tenderers to materially alter their original submission.

Due Diligence and Verification

Prior to recommending a preferred Tenderer, the Shire may verify information provided in the Tender, including:

- Referee reports.
- Financial statements.
- Business registrations.
- Licences and permits.
- Insurance policies.
- Relevant experience.
- Regulatory compliance history.

Any material misrepresentation may result in the Tender being excluded from consideration.

Recommendation

The Evaluation Panel will prepare a comprehensive Evaluation Report documenting:

- The evaluation methodology.
- Compliance assessment.
- Consensus scores.
- Ranking of Tenderers.
- Due diligence outcomes.
- Identified risks.
- Value for money assessment.
- Recommendation for appointment.

The report will support Council's decision-making process and provide a clear audit trail in accordance with the Shire's governance and procurement requirements.

SELECTION CRITERIA

Introduction

The Shire of Bruce Rock is seeking a suitably qualified and experienced operator who can successfully manage the Bruce Rock Café as a high-quality, financially sustainable hospitality business that provides lasting benefits to the community.

Tenderers should provide sufficient detail (a separate document attached to this tender is acceptable) to demonstrate their capability, experience and capacity to successfully fulfil the requirements of the proposed Lease.

Submissions will be assessed using the weighted evaluation criteria outlined below.

Criterion 1 – Business Proposal and Operating Model (60%)

Tenderers should submit a detailed Business Proposal outlining:

- Vision for the café.
- Service Offerings.
- Trading hours.
- Staffing (Local/Transient).
- Legislative compliance processes.

Council is seeking innovative proposals that contribute to the long-term success of the café.

Criterion 2 – Demonstrated Hospitality Experience (25%)

Tenderers should provide information regarding:

- Previous café, restaurant or hospitality experience.
- Number of years operating hospitality businesses.
- Relevant qualifications.
- Experience managing staff.
- Food safety knowledge.
- Commercial kitchen experience.
- Experience in regional communities (if applicable).

Supporting documentation may include:

- Curriculum vitae.
- Business profiles.
- Qualifications.
- Awards.
- Accreditation.

Criterion 3 – Financial Capacity (15%)

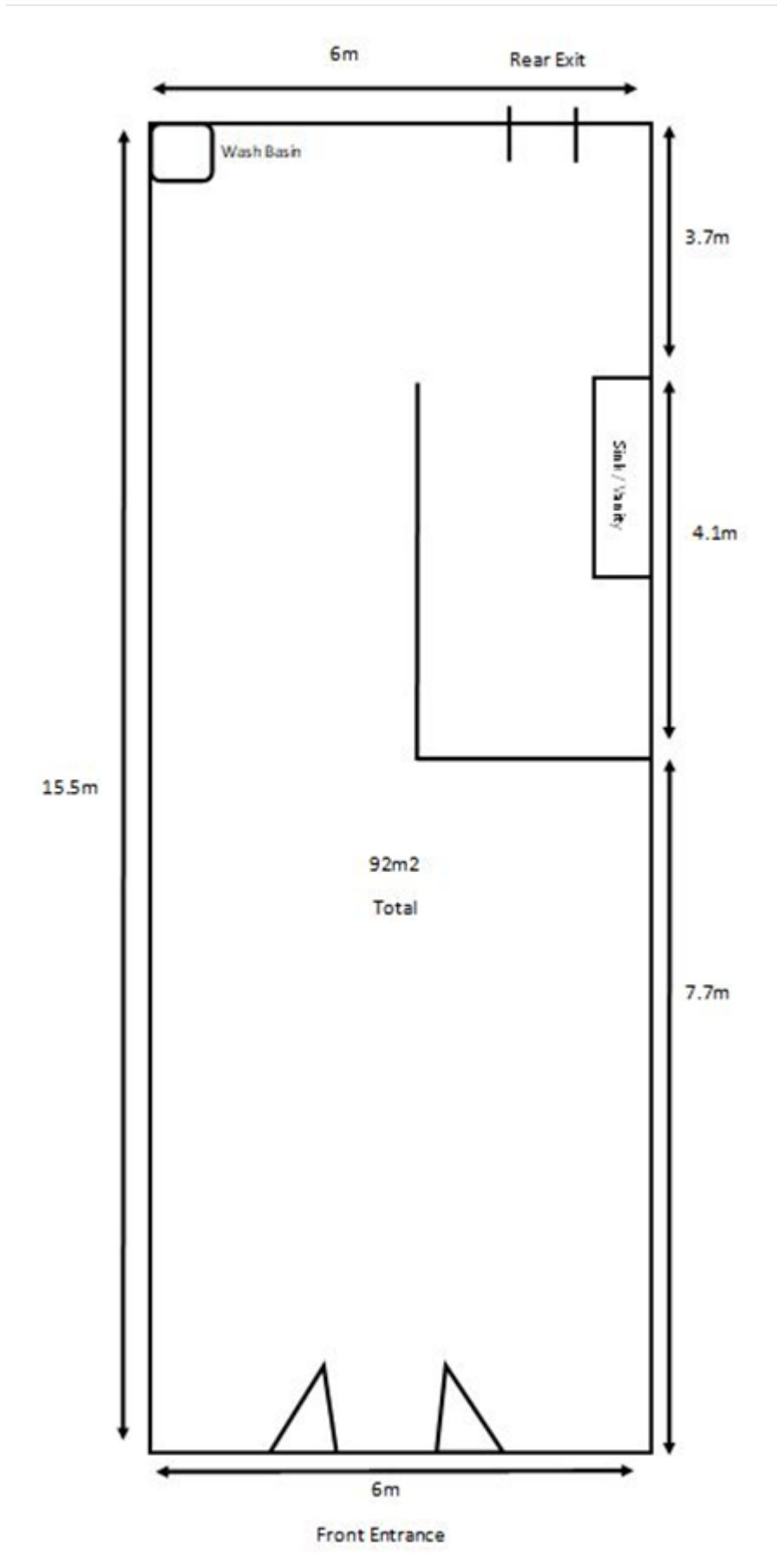
Tenderers should demonstrate their ability to successfully operate the business by providing relevant business financial information.

Council may undertake financial due diligence as part of the evaluation process.

References

Council reserves the right to undertake background checks.









Coffee

Love That Food's Essential Guide
[Kaw-fee] noun: a warm delicious alternative to hating everybody every morning forever.

- | | | | | | |
|---|---|------------|------------|------------|------------|
| foam
TEXTURED MILK
ESPRESSO
CAPPUCCINO | ESPRESSO | FLAT WHITE | CHAI LATTE | ICED LATTE | DIRTY CHAI |
| foam
TEXTURED MILK
ESPRESSO
LATTE | Water
ESPRESSO
LONG BLACK | SHORT MAC | LONG MAC | SHORT MAC | LONG MAC |
| (not coffee)
foam
TEXTURED MILK
BABY CHINO | (not coffee)
foam
TEXTURED MILK
HOT CHOC | MOCHA | AFFOGATO | TEA | |

THE REUBEN IS BACK!

SPECIAL PEAS & HAM SOUP with toasted turkish 15

MONTHLY COFFEE CARD DRAW

THE
REUBEN
IS
BACK!







RAY PAINTED
THIS 9-10-08







Cafe



Aviso WA
Insurance Brokers



Aviso WA
Insurance Bro



APPENDIX F – TENDER SUBMISSION CHECKLIST

Tender Submission Checklist

Tenderers are encouraged to use this checklist to ensure that all required information has been included with their submission.

Incomplete submissions may be considered non-conforming and may not be evaluated.

✓	Requirement	Included
☐	Completed Tender Form and Declaration	☐
☐	Signed Statutory Declaration	☐
☐	Business Name and ABN/ACN details	☐
☐	Contact details for the Tenderer	☐
☐	Proposed menu and food offering	☐
☐	Hospitality experience and business history	☐
☐	Details of relevant qualifications and licences	☐
☐	Proposed Business Plan	☐
☐	Proposed trading hours	☐
☐	Staffing structure and management plan	☐
☐	Financial statements or other evidence of financial capacity	☐
☐	Current Public Liability Insurance (or evidence it can be obtained)	☐
☐	Workers' Compensation Insurance (where applicable)	☐
☐	Other relevant insurance information	☐
☐	Food business registration details (if applicable)	☐
☐	Business referees as applicable	☐
☐	Conflict of Interest Declaration	☐
☐	Confidentiality Statement	☐
☐	Acknowledgement of all Tender Addenda issued	☐
☐	Any additional supporting documentation	☐

Final Review Before Submission

Please confirm the following:

✓	Confirmation	Yes
☐	I have read and understood the Request for Tender documentation.	☐
☐	My submission is complete and all requested information has been provided.	☐
☐	The Tender has been signed by an authorised representative.	☐
☐	I acknowledge that the Shire may seek clarification of my submission.	☐
☐	I have disclosed all actual, potential or perceived conflicts of interest.	☐

TENDER FORM & DECLARATION

Tenderer Declaration

Having examined the Request for Tender documentation for RFT 2.2026.27 – Lease of the Bruce Rock Café, the undersigned Tenderer agrees to submit this Tender in accordance with the conditions contained within the Request for Tender.

The Tenderer confirms that:

- ☐ All information contained within this submission is true and correct.
- ☐ The Tenderer has carefully read and understood the Request for Tender documentation.
- ☐ The Tenderer agrees to comply with all Tender Conditions.
- ☐ The Tenderer accepts that the Shire is not bound to accept the highest rental offer or any Tender received.
- ☐ The Tenderer acknowledges that this submission remains valid for **90 days** from the Tender Closing Date.
- ☐ The Tenderer agrees to enter into the Commercial Lease should their Tender be accepted.

AUTHORISED REPRESENTATIVE

Business Name: _____

Trading Name: _____

ABN / ACN: _____

Business Address: _____

CONTACT PERSON

Name: _____

Position: _____

Telephone: _____ **Mobile:** _____

Email: _____

Business Type

- ☐ Sole Trader ☐ Partnership ☐ Company
- ☐ Incorporated Association ☐ Trust
- ☐ Other _____

GST Registration

- ☐ Registered ☐ Not Registered

Current Business Activities

Describe your existing business operations.

Previous Trading Names (if applicable)

Has the business ever entered liquidation, administration or bankruptcy?

- ☐ No ☐ Yes

If yes, provide details.

REFEREES & PREVIOUS PERFORMANCE

Business Referees

Please provide at least two (2) business referees who can comment on your ability to successfully operate a hospitality business.

Referee 1

Information	Details
Name	
Position	
Organisation	
Relationship	
Telephone	
Email	

Referee 2

Information	Details
Name	
Position	
Organisation	
Relationship	
Telephone	
Email	

Previous Contracts

Provide details of hospitality businesses or commercial leases previously undertaken.

Business	Location	Period	Description

Performance History

Has your business ever:

Question	Yes	No
Had a commercial lease terminated?	☐	☐
Been subject to legal proceedings relating to a business?	☐	☐
Failed to complete a commercial contract?	☐	☐
Been refused a licence or permit?	☐	☐

If you answered **Yes** to any question above, please provide details.

11.4 Additional Information

Please provide any additional information you believe demonstrates your suitability to operate the Bruce Rock Café.

INSURANCES, LICENCES & COMPLIANCE

Insurance Requirements

The successful Tenderer will be required to maintain the following insurances throughout the term of the Lease.

Please indicate whether each insurance is currently held or will be obtained prior to commencement of the Lease.

Insurance	Currently Held	Will Obtain	Policy Number	Expiry Date
Public Liability Insurance (Minimum \$20 Million)	☐	☐		
Workers' Compensation Insurance (where applicable)	☐	☐		
Contents Insurance	☐	☐		
Plant & Equipment Insurance (if applicable)	☐	☐		
Motor Vehicle Insurance (if applicable)	☐	☐		
Other Insurance	☐	☐		

Attach Certificates of Currency where available.

☐ Certificates Attached

Licences and Registrations

Please provide details of all relevant licences, permits and registrations held.

Licence / Registration	Number	Expiry Date
Food Business Registration		
Food Safety Supervisor Certificate		
Responsible Service of Alcohol (if applicable)		
ABN Registration		
Other		

Legislative Compliance

The Tenderer confirms that the business will comply with all applicable legislation, regulations and standards relevant to the operation of the café.

Please confirm:

Requirement	Yes	No
Food Act 2008 (WA)	☐	☐
Australia New Zealand Food Standards Code	☐	☐
Work Health and Safety Act 2020 (WA)	☐	☐
Equal Opportunity Act 1984 (WA)	☐	☐
Workers' Compensation legislation	☐	☐
Local Government requirements	☐	☐
Relevant Planning and Health approvals	☐	☐

Compliance History

Has your business or any related entity within the last five (5) years:

Question	Yes	No
Been prosecuted under Food Safety legislation?	☐	☐
Been prosecuted under Work Health and Safety legislation?	☐	☐
Had any licence suspended or cancelled?	☐	☐
Been subject to regulatory enforcement action?	☐	☐

If **Yes**, provide details.

Declaration

I certify that the information provided above is complete and accurate.

Business Name: _____

Authorised Representative: _____

Position: _____

Signature: _____ **Date:** _____

CONFIDENTIALITY STATEMENT

Tender submissions become the property of the Shire of Bruce Rock upon receipt.

Tenderers should identify any information contained within their submission that they consider to be commercially confidential.

The Shire will treat confidential information in accordance with applicable legislation and will not disclose commercially sensitive information except where required by law.

Confidential Information

Please indicate:

☐ This submission does **not** contain commercially confidential information.

OR

☐ This submission **does** contain commercially confidential information.

If yes, identify the relevant sections and explain why the information is confidential.

Section / Attachment	Reason for Confidentiality

Tenderer Acknowledgement

The Tenderer acknowledges that:

- The Shire may be required to disclose information under applicable legislation.
- Information not identified as confidential may be disclosed where appropriate.
- The Shire cannot guarantee confidentiality where disclosure is required by law.