



**Barwon
Coast**

EXPRESSION OF INTEREST

FOR

DAILY DELIVERY

BREAD & CAKES

ICE CREAM & SOFT DRINKS

FRUIT & VEGETABLES

COFFEE

FOOD TRUCKS

EQUIPMENT HIRE

NEWSPAPERS

20 DECEMBER 2024 -

31 JANUARY 2025

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BACKGROUND

The Barwon Coast Committee of Management Inc. (hereafter referred to as Barwon Coast) appointed by the Victorian Government to conserve, protect and manage 19 kms of coastal land at Collendina, Ocean Grove, Barwon Heads, 13th Beach and Breamlea. This includes the Riverview Family Caravan Park, Ocean Grove; the Riverside Camp Ground Ocean Grove; the Barwon Heads Caravan Park, Barwon Heads and Breamlea Caravan Park, Breamlea

SPECIFICATION

The objective of this Specification is to:

- a) Ensure the supply of food products to campers and tourists is undertaken in a competent and professional manner.
- b) Ensure delivery of papers or equipment hire is undertaken in a competent and professional manner.

1. CONTENT

This specification is to be read in context. It will be the responsibility of the service provider to at all times to achieve a standard of delivery of service deemed acceptable to Barwon Coast.

2. OVERVIEW

The Daily Delivery Expression of Interest provides for delivery of any one or more of the goods, as detailed, throughout the Barwon Heads Caravan Park, the Riverside Camp Ground - Ocean Grove, Riverview Family Caravan Park - Ocean Grove, Breamlea Caravan Park, and Barwon Heads reserves, excluding Ocean Grove Main Beach Car Park or Barwon River foreshore.

3. TIME OF COMMENCEMENT OF THE PROVISION OF SERVICE and THE SERVICE PROVISION PERIOD

The service provider will be prepared to provide the said service from 20 December 2024 to 31 January 2025 inclusive.

4. LITTER AND POLLUTION CONTROL

The service provider will provide rubbish containers and place all rubbish therein and remove from site. It is the responsibility of the service provider to ensure litter, waste produced whilst performing duties, and any other refuse resulting directly or indirectly from the service provider's work, is not allowed to litter the area surrounding the operational site.

Fuel, oil or similar liquid or solid pollutants will not be discharged onto the ground or into drains. Spillages will be contained and removed at the service provider's cost.

5. DAMAGE

The service provider shall exercise due care and avoid damage to shrubs, trees, signs, fences and all other infrastructure. Any damage caused by the service provider, their employees, or subcontractors, will be immediately repaired by the service provider to the satisfaction of Barwon Coast. All such repairs will be undertaken at the service provider's cost.

6. NATURE OF WORKS

- 6.1** Daily delivery by a mobile van of; milk, bread and cakes, fruit and vegetables, and ice cream and drinks throughout the Riverside Camp Ground – Ocean Grove, Riverview Family Caravan Park - Ocean Grove and Barwon Heads Caravan Park
- 6.2** Daily delivery by a mobile van of newspapers throughout the Riverside Camp Ground – Ocean Grove, Riverview Family Caravan Park - Ocean Grove and Barwon Heads Caravan Park
- 6.3** Food services from a stationary or mobile van at:
 - 6.3.1 Riverside Camping Ground – Ocean Grove
 - 6.3.2 Riverview Family Caravan Park – Ocean Grove
 - 6.3.3 Barwon Heads Caravan Park
 - 6.3.4 Breamlea Caravan Park (from 4pm onwards)
- 6.4** Coffee from a stationary or mobile van at Caravan parks and listed at 6.3
- 6.5** Hire of beach equipment at Frank Ellis Reserve North end car park.
- 6.6** Ice cream and soft drink dispensing from a mobile vehicle at remote car parks and playgrounds along the coast excluding the Ocean Grove Main Beach Car Park, and from Lahey Square foreshore to the Barwon Heads Bluff

The service provider is anticipated to deliver the goods as detailed on a daily basis from 20 December 2024 – 31 January 2025 inclusive.

7. IDENTIFICATION OF SITES

Prospective service providers may undertake an on-site inspection with Barwon Coast to identify the location and extent of the delivery area. An inspection can be arranged by contacting the Barwon Coast Office on 03 5254 1118 or email office@barwoncoast.com.au

8. SUPERVISION OF SITES

Barwon Coast may undertake regular inspections of services to ensure a satisfactory standard in accordance with these Specifications. The service provider will be required to respond in writing to any concerns Barwon Coast may have with the standard or delivery of service.

9. EVALUATION CRITERIA

Service providers are required to demonstrate their capacity to deliver the required services by providing the information requested on the following pages. Where insufficient space is provided, please attach the information as a separate document.

10. FEE PAYMENT

All successful applicants will be required to pay their nominated fee upon invoice and prior to 10 December 2024.



**Barwon
Coast**

**INFORMATION REQUIRED WITH EXPRESSION OF
INTEREST**

***Barwon Coast respects your privacy. All details provided will remain
confidential.***

Name:

ABN:

Registered Address:

..... Postcode:

Postal Address:

(if different from

Registered Address) Postcode:

Telephone number: (.....)..... Mobile number:

Email:

Contact Person:

Position in Organisation:

1. BUSINESS IDENTIFICATION

(a) Type of Business – Individual, Partnership, Limited Liability Company, etc.

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(b) If a Partnership, please provide full names and contact details for all Partners:

Name	Address	Telephone no.

(c) If a Company, please provide full names and contact details for all major proprietors/shareholders:

Name	Address	Telephone no.

2. BUSINESS HISTORY

Please provide a brief description of current and any former business history:

Business Name	Type of Business	Number of years in business

3. ASSOCIATED BUSINESSES

Please list all other types of business in which the service provider has a financial interest:

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4. BUSINESS REFERENCES

Service providers are required to list three (3) contactable referees.

Name of Referee (state nature of business if applicable)	Address	Telephone no.

5. EXPERIENCE/CAPABILITY

Please provide a brief description detailing past relevant experience.

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6. OCCUPATIONAL HEALTH AND SAFETY SYSTEM

Service providers are required to demonstrate a commitment to compliance with the provisions of the Occupational Health and Safety Act 2004.

The successful service provider will be required to enter into an agreement with Barwon Coast acknowledging Barwon Coast’s Occupational Health and Safety Policy, a copy of which is available for viewing at the Barwon Coast’s Office, Ewing Blyth Drive, Barwon Heads, Victoria.

7. PUBLIC LIABILITY INSURANCE

Service providers are required to maintain a Public Liability insurance policy. The service provider will complete the provided indemnity document and note the interest of Barwon Coast on the policy. The policy must be to a minimum value of \$20,000,000 and remain current for the duration of the service period.

8. VEHICLE REGISTRATION & INSURANCE

All vehicles used in the provision of services shall be registered and have comprehensive motor vehicle insurance. Barwon Coast reserves the right to receive copies of registration and insurance certificates.

9. OPERATING PERMITS

All vehicles used for transporting or vending foods must be fully compliant with the provisions of the Food Act 1984 and any Local Government Permit requirements.



BARWON COAST COMMITTEE OF MANAGEMENT INC. EXPRESSION OF INTEREST

I, (name of person,
and Company)

.....

of (address)

..... Postcode.....

hereby offer to perform the services required in accordance with the specifications provided for :

Location	Service type (e.g: Food Van, Ice Cream, Coffee Van)	Mobile or Stationary Unit	Fee	Other Information
Riverside Camp Ground, Ocean Grove				
Barwon Heads Caravan Park				
Riverview Family Caravan Park, Ocean Grove				
Breamlea Caravan Park (4pm onwards)				
Frank Ellis Reserve Playground				

Signature of service provider:

Date:/...../.....