



GIPA Form for Contracts over \$150,000 (Including GST)

1. Document TRIM Container and Tender Number	
A25/2091 and 2562	
2. Project Name	
Catering services	
3. Name (including T/As) and Address of the contractor	
Flavours Catering and Events 1/23 Hotham Parade, Artarmon NSW 2064	
4. Particulars of any related body corporate (within the meaning of the Corporations Act 2001 of the Commonwealth) in respect of the contractor, or any other private sector entity in which the contractor has an interest, that will be involved in carrying out any of the contractor's obligations under the contract or will receive a benefit under the contract	
N/A	
5. The date on which the contract became effective and the duration of the contract	
20/04/2026	20/04/2029
6. Particulars of the project to be undertaken, the goods or services to be provided or the real property to be leased or transferred under the contract	
Catering services for Council meetings, Council Committee meetings, Councillor workshops/advisory committee meetings and ad hoc Council roundtable meetings	
7. The estimated amount payable to the contractor under the contract	
Schedule of rates contract – estimated value \$673,140 (excluding GST) over five years	
8. A description of any provisions under which the amount payable to the contractor may be varied	
14.1 The Contract Price is set out in the Pricing Schedule, and is payable, subject to satisfactory provision of the Goods and satisfactory performance of the Services, in accordance with the Contract. Subject to clause 14.1.1 or unless otherwise agreed by the parties in accordance with clause 34, all prices and rates listed in the Contract are unalterable 14.1.1 All prices and rates listed in the Contract are fixed for a minimum period of 12 months and can only be varied after this period following written application by the Contractor	
9. A description of any provisions with respect to the renegotiation of the contract	
Two one-year options at Council's discretion	

10. In the case of a contract arising from a tendering process, the method of tendering (RFT/RFQ/EOI) and a summary of the criteria against which the various tenders were assessed
Request for tender (RFT) Mandatory participation criteria • Satisfaction of financial and trading integrity and insurance requirements • Work health and safety • Compliance with food standards, including quality of product/service offering, including timely delivery • Attendance at tender briefing/site inspection Evaluation criteria (Stage 1) • Technical criteria ○ Previous experience with similar services ○ Proposed personnel, experience and qualifications ○ Demonstrated sustainability management performance ○ Understanding of the tender requirements • Commercial evaluation criteria ○ Lump sum price per event (inclusive of labour) for Council meetings, Council Committee meetings and Councillor workshops/advisory committee meetings ○ Lump sum price per head (inclusive of labour) for ad hoc Council roundtable meetings Evaluation criteria (Stage 2) • Taste/flavour, quality and temperature • Presentation/visual appeal • Menu suitability/understanding of requirements – Balanced offerings, dietary options, nutrition • Portion size, scalability and feasibility
11. A description of any provisions under which it is agreed that the contractor is to receive payment for providing operational or maintenance services
N/A
12. Class of Contract (e.g. 1, 2 or 3)
Class 1