

Invitation for Expression of Interest

Lead Consultant Services for Perth's New Terminal

PAPL-50119-500-CON-COM-000001



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1. INTRODUCTION

1.1 Background

Perth Airport is the western hub to Australia and plays a significant role in the economic, social, and cultural activities of Western Australia (WA). Domestically, Perth Airport provides an access point to WA from interstate locations and serves as the central transportation hub for regional destinations, such as significant mining regions and popular tourist destinations. The airport is a vital link in the WA resources sector supply chain, providing connectivity for the fly-in, fly-out workforce. The Perth Airport estate is situated on 2,105 hectares and has sufficient capacity to expand and meet projected commercial aviation demand for decades to come.

Comprising five terminals, Perth Airport is the fourth busiest airport in Australia in terms of passenger traffic, and operates as a 24-hour, seven day a week facility. Passengers are expected to reach over 25 million per annum by 2040.

Commercial air transport operations are currently split across the Airport West and Airport Central Precinct (ACP). Consolidation of all Regular Passenger Transport (RPT) services into the ACP is a key feature of Perth Airport's approved Statutory Master Plan.

As part of its consolidation efforts, Perth Airport has commenced planning for a new terminal consisting of a new domestic terminal, an expansion of the current T1 international Terminal and associated contact aprons (the **New Terminal**) and supporting remote airfield infrastructure (**FIT-r Airfield**). The New Terminal will function as a hub for Qantas operations and will also support the growth of other international services in Airport Central and will accommodate passenger needs up to the financial year 2035, handling approximately 17.5 million combined international and Qantas domestic passengers annually. It aims to deliver a facility that efficiently and effectively meets airline service requirements, passenger experience expectations, and the operational and commercial objectives of Perth Airport and its airline partners.

(The **New Terminal** and **FIT-r Airfield** together comprise the **New Terminal Project**).

The New Terminal Lead Consultant will play a pivotal role in delivering a part of the largest-ever private sector development in Perth and will orchestrate the delivery of the New Terminal Project by facilitating seamless collaboration between Perth Airport, architects, engineers, and key stakeholders.

1.2 Purpose of this Invitation

The purpose of this Request for Expression of Interest (EOI) is to:

- (a) Invite architects to participate in the first stage of a two-tiered procurement process by submitting an EOI for appointment as the New Terminal Lead Consultant.
- (b) Identify and shortlist Respondents with the requisite vision, expertise, creativity, and experience to undertake the ambitious task of designing a new terminal of this complexity and scale. This will allow Perth Airport to gauge the capabilities, strengths, and commitment to excellence of potential consultants in delivering innovative yet functional solutions.
- (c) Enable Perth Airport to evaluate the track record, portfolio, and reputation of Respondents, ensuring that only the highest standards of quality are upheld in the design and construction of the New Terminal Project.
- (d) Enable Perth Airport to obtain information on Respondents' proposed project team structure and the key project team members.
- (e) Provide information to the potential Respondents about the New Terminal Project and the Scope of Services.

- (f) Set out the:
 - (i) tender process;
 - (ii) criteria against which the EOI will be evaluated;
 - (iii) information to be included in the EOI response; and
 - (iv) Conditions of Tender.

Respondents should note that no firm pricing information is being sought as part of this invitation.

1.3 Perth Airport's Priorities

Perth Airport's priorities for the New Terminal Lead Consultant are:

- (a) **Local Presence:** The New Terminal Lead Consultant must be based in Perth, Western Australia, with key personnel based exclusively in Perth for the duration of the New Terminal Project. This local presence is crucial for achieving project milestones, effectively guiding the design process, and fostering a collaborative work environment.
- (b) **Flexibility in Team Formation:** Perth Airport has no objection to Respondents proposing partnerships with other organisations to deliver the requirements outlined by Perth Airport in this EOI. However, Perth Airport will only enter into contract with an entity that satisfies the Exclusion Criteria included in Clause 5.2.1. Exclusive partnership arrangements between sub-consultant organisations will not be accepted.
- (c) **Lead Designer and Design Management:** The New Terminal Lead Consultant must have extensive experience in the procurement and management of a large multi-disciplinary design team to ensure all design work is complete, meets all technical criteria, and is fully coordinated among all entities and disciplines. The New Terminal Lead Consultant must actively manage the New Terminal Project design in alignment with Perth Airport's cost and program targets, maintaining a clear focus on budget and schedule adherence throughout the project lifecycle.
- (d) **Interface Management:** The New Terminal Lead Consultant must have solid and robust procedures to manage design interfaces with adjacent projects. This is critical to ensure seamless integration and avoid conflicts between the New Terminal Project and other ongoing developments at Perth Airport.
- (e) **Value Engineering:** The New Terminal Lead Consultant must demonstrate a comprehensive understanding of the value engineering process and the ability to identify opportunities for cost reduction while maintaining design integrity and project objectives.
- (f) **Innovation:** The New Terminal Lead Consultant must demonstrate its ability to leverage new technologies and innovative design approaches to streamline operations, reduce costs and minimise environmental impact. The design must allow the New Terminal to anticipate and adapt to future demands and growth.

2. PROJECT INFORMATION

2.1 Basis of Design

Key assumptions that have governed the development of the design to date are:

- (a) the New Terminal will efficiently deliver sufficient aeronautical and non-aeronautical capacity to meet forecast passenger and aircraft parking demand through to a minimum of financial year 2035 for Qantas Group and international airlines;
- (b) where possible, the current Terminal 1 international infrastructure will be retained with minimal reconfiguration;
- (c) the infrastructure will be designed to segregate international and domestic passengers in accordance with current regulatory requirements but should allow for the departure lounges to transition to a coherent, operative, and efficient Common Departure Lounge (CDL) when Regulatory Change has occurred. A CDL is a departure lounge in the security sterile area within which departing international passengers and departing domestic passengers are not segregated;
- (d) regional operations are likely to be catered for in a lower cost regional lounge;
- (e) for apron taxiways the key aircraft dimensions of current and future aircraft will align with those agreed for Perth's New Runway project (Code F aircraft).

The New Terminal will be required to accommodate the demand outlined in the Table 01 below:

Design Year (2035)	MAP / MPPA	Busy Hour Pax	
		Arrivals	Departure
All international	8.0	2180	1899
Qantas Group Domestic	9.5	2278	2690
Combined	17.5	3129	3354

Table 01 – Design Year Demand

2.2 Project Scope

The New Terminal will accommodate Qantas operations in Airport Central and resolve key constraints to international capacity growth in Terminal 1. It will improve customer service outcomes and increase commercial revenues. The New Terminal will have headroom to the financial year 2035 (approx. 17.5 million combined international and Qantas domestic passengers per annum). The scope is depicted in Figure 01 below and includes:

- (a) new build domestic terminal to accommodate approximately 9.5 MPPA, with the ability to process and facilitate the segregation of screened and unscreened arriving passengers;
- (b) new build international infrastructure including expansion to existing facilities, new departure lounge, security screening, emigration facilities and arrivals concourses to accommodate approximately 8 MPPA that seamlessly connects with existing Terminal 1 international infrastructure and facilitates passenger journeys that cross between old and new infrastructure;
- (c) associated commercial areas such as duty free, retail and food outlets as well as areas to support passenger and aircraft operations such as premium airline lounges and ramp level accommodation for ground handling agents;

- (d) new domestic bag hall or factory including an automated bag store as well as additional baggage make-up capacity for international operations through a split bag hall concept;
- (e) additional inbound baggage capacity potentially including inbound baggage sortation;
- (f) connected domestic and international terminal infrastructure that in future, once regulations permit, can be easily converted to enable common departure lounge operations and common security screening as well as providing opportunities on day of opening for a high degree of efficiency through swing operations;
- (g) new international and domestic contact apron with a mix of code C, code E and code F MARS bays (approx. 30 narrow body equivalent (NBE) contact bays);
- (h) new remote apron (approx. 40 NBE bays);
- (i) regrading of existing apron at the interface of the existing and new apron and reconfiguration of existing bay 55 to connect to the new build area;
- (j) additional apron roads and taxi-lanes;
- (k) taxiway works to integrate with the existing airfield and new runway;
- (l) service diversions to enable terminal and apron expansion;
- (m) in-terminal logistics solutions that are compatible with Perth Airport's site wide logistics strategy; and
- (n) terminal forecourt areas and associated landscaping.

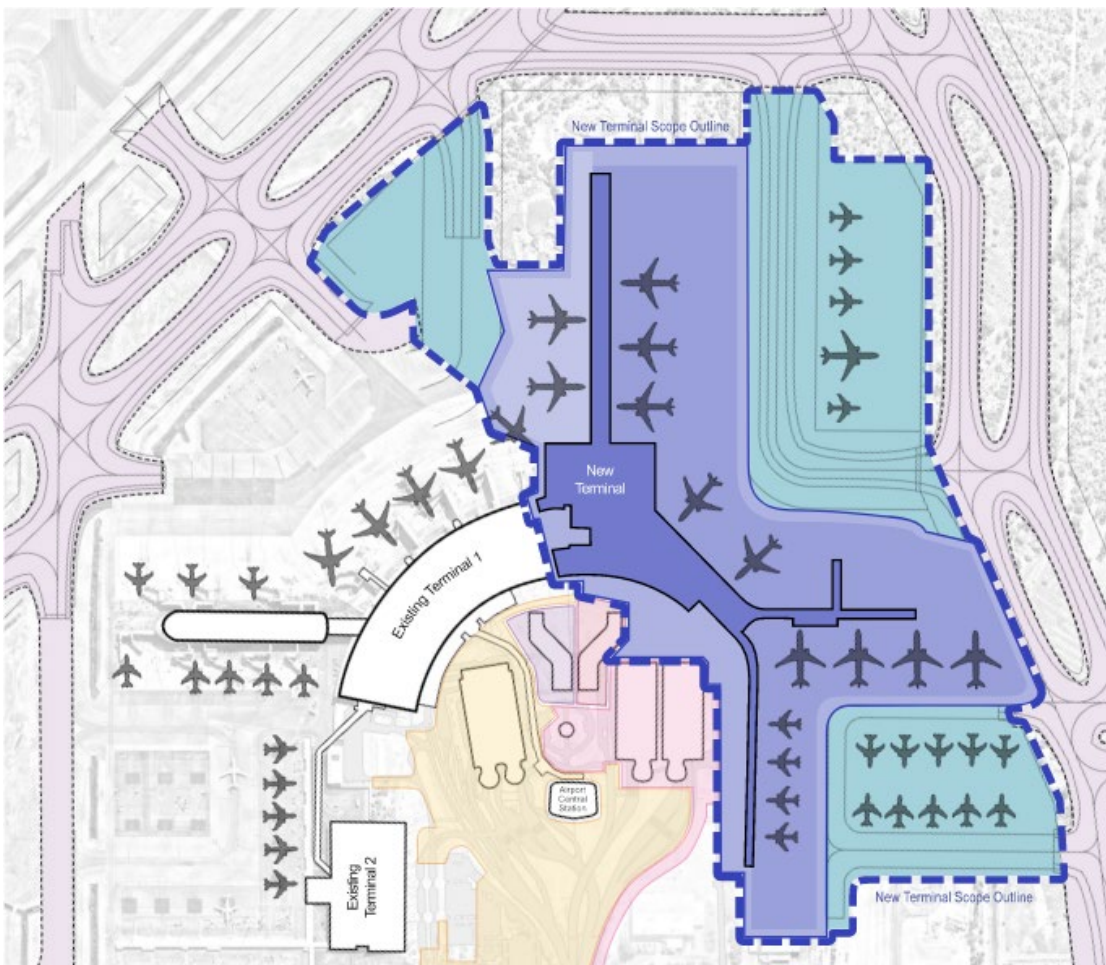


Figure 01 – New Terminal scope boundary

- New Terminal Package 1: Terminal and Contact Apron
- New Terminal Package 2: FITr Airfield
- New Terminal Scope Outline

2.3 Project Timeline

Table 02 below includes the initial anticipated timeline for the New Terminal Project, outlining key milestones and the expected completion date:

Description	Date
New Terminal Lead Consultant RFT issued	mid to end August 2024
New Terminal Lead Consultant Contract award	end February 2025
Completion of 60% reference design and Principal's Project Requirements (PPR)	end February 2027 (24 months post New Terminal Lead Consultant contract award date)
New Terminal ready and available for use	30 June 2031

Table 02 – Project Timeline

3. INFORMATION FOR RESPONDENTS

3.1 Tender Process

The procurement of a New Terminal Lead Consultant will be a two-stage process consisting of this EOI stage, followed by a Request for Tender (RFT) involving a short list of Respondents. Due to the fundamental importance of the New Terminal to future operations at Perth Airport, the procurement process will place a significant emphasis on the Respondents' capability and experience.

3.1.1 Stage 1 (Expression of Interest)

The issue of this invitation signifies the commencement of the tendering process for the New Terminal Lead Consultant. The EOI submissions will be reviewed against the Evaluation Criteria to identify and shortlist Respondents, at the discretion of Perth Airport, eligible to progress to Stage 2 Request for Tender. Perth Airport anticipates a shortlist of no more than five (5) companies.

3.1.2 Stage 2 (Request for Tender)

The second stage of the tender process will involve the release of the RFT for the New Terminal Lead Consultant, open exclusively to those Respondents selected by Perth Airport on completion of Stage 1. These shortlisted Respondents (Tenderers) will receive additional project details, requirements, and a detailed Consultant's Scope of Services. Tenderers will be required to submit a tender proposal outlining, at a minimum, the Tenderer's team, including proposed sub-consultants, specific resource capabilities, compliance with tender requirements, a detailed fee and expense schedule, and a lump sum offer. Tenderers may be required to prepare presentations and / or creative solutions as part of their submissions.

After a comprehensive evaluation of the tender proposals, Perth Airport may select one or more preferred Tenderers to engage in further negotiations to address any outstanding issues. This process precedes the selection of the successful Tenderer and the subsequent entry into a Design Consultancy Agreement for the New Terminal Lead Consultant.

3.2 Conditions of EOI

3.2.1 Perth Airport Contact

All communications concerning this EOI must be directed in writing (email or letter), in accordance with the dates specified in Table 04 of Section 3.2.2, and addressed to the designated Perth Airport Representative as identified in Table 03 below.

Name:	Louisa Cotter
Position:	Head of Procurement
Contact Details:	Louisa.cotter@perthairport.com.au

Table 03 – Perth Airport Contact

No other employees or representatives of Perth Airport are to be contacted regarding the EOI unless directed to do so in writing by Perth Airport. Perth Airport reserves the right to disqualify or reject a Respondent's EOI if the Respondent fails to comply with this requirement. All Respondents will be informed of questions and responses as deemed appropriate. If a Respondent prefers a question not to be shared with all Respondents, they must clearly mark it as 'COMMERCIAL IN CONFIDENCE'. If Perth Airport decides it's suitable for all Respondents to be informed of the question and the response, the Respondent will have the opportunity to withdraw or modify the question.

3.2.2 Closing Date and Time

Date:	Friday 5 July 2024
Closing time:	16:00 AWST

Table 04 – Closing Date and Time

3.2.3 Lodgement Details

The EOI must be lodged by the EOI Closing Date and EOI Closing Time via email to the designated Perth Airport Representative as a single PDF file.

EOIs must:

- (a) Be clear and concise.
- (b) Provide responses to all the information described in Section 5, and
- (c) Provide only information which is relevant and requested.

3.2.4 Procurement timelines

Table 05 below outlines the timetable for Stage 1 – EOI and Stage 2 – RFT. Perth Airport may, at its discretion, amend the timetable as necessary. Any amendments will be formally notified to the Respondents.

Stage 1 – Expression of Interest (EOI)	
Release EOI	4 June 2024
Closing date and time for EOI queries	21 June 2024
Closing date and time for EOIs	5 July 2024 (16.00 AWST)
EOI evaluation period	8 July to 2 August 2024
Stage 1 shortlisted and unsuccessful Respondents notified	5 August 2024
Stage 2 – Request for Tender (RFT)	
Release RFT	mid to end August 2024

Table 05 – Procurement timeline

3.2.5 Consultancy Services Agreement

The terms of agreement will be a bespoke Consultancy Services Agreement, which will be released to Tenderers during Stage 2 – RFT. The successful Tenderer will be required to enter into the Consultancy Services Agreement with Perth Airport and directly enter into contracts with any sub-consultants necessary to complete the Scope of Services. Formal contract establishment will occur only after the Consultancy Services Agreement has been executed by Perth Airport and the successful Tenderer from Stage 2 – RFT.

If any Tenderer has an existing standing deed or panel arrangement with Perth Airport, they will not be eligible for appointment as the New Terminal Lead Consultant under that contract.

3.2.6 EOI Terms and Conditions

Terms and Conditions for this Expression of Interest are included in Attachment 1.

3.3 Evaluation of EOI

A conforming EOI will include all completed forms and schedules as provided in this invitation and as outlined in Section 3.4. Failure to submit or correctly complete any required documentation may result in a Respondent not being considered for assessment. The Evaluation Criteria consist of the following:

3.3.1 Exclusion Criteria

The Exclusion Criteria detailed in Section 5.2.1 will not receive point scores. Each EOI will be evaluated on a yes/no basis to determine whether the criterion is satisfactorily met. An assessment of 'no' against any criterion will result in automatic elimination of the Respondent from further consideration. Please note that if a response of 'yes' is provided under the Exclusion Criteria section, further details will be requested and must be provided as part of the Qualitative Criteria section.

3.3.2 Compliance Criteria

The Compliance Criteria detailed in Section 5.2.2 will not be point scored. Each Response will be assessed on a yes / no basis as to whether the criterion is satisfactorily met. At the discretion of Perth Airport, a Respondent may not need to comply with every detail of every requirement.

3.3.3 Qualitative Criteria

Perth Airport will score each Respondent against the Qualitative Criteria as detailed in Section 5.2.3 of this invitation.

Qualitative Criteria are assigned a weight to indicate its relative importance in the context of the services being provided. The weightings are not uniform and will remain confidential.

It is important that Respondents:

- (a) provide the required information as requested; and
- (b) do not exceed the maximum number of pages allowed per section.

Failure to do so may result in a low score.

In responding to the qualitative criteria, Respondents should assume that Perth Airport has no previous knowledge of their organisation, its capabilities or experience.

3.3.4 Evaluation Approach

Based on the assessment of the EOI submissions (Stage 1), a maximum of five (5) Respondents will be shortlisted. If required, feedback from nominated project and personnel referees may be sought and considered as part of the evaluation process.

In evaluating EOI submissions, Perth Airport will:

- (a) Evaluate EOIs against the Exclusion Criteria;
- (b) Evaluate EOIs against the Compliance Criteria;
- (c) Evaluate EOIs in relation to the Qualitative Criteria; and
- (d) Review the EOI for clarity and completeness, ensuring it includes all necessary information and addresses the Evaluation Criteria effectively.

In the evaluation process, Perth Airport may:

- (a) Request that Respondents clarify their responses, provide further information, or deliver a presentation.
- (b) Consider any additional information available concerning the Respondent or its EOI.
- (c) Seek external advice as deemed necessary, including reference checks.

Respondents who are successfully shortlisted will be invited to participate Stage 2.

3.4 Submission requirements

The format for the EOI Response should be as shown in Table 06 below:

Section	Reference	Page limit	Mandatory
Cover letter		Yes – 1x single sided A4 page	No
Cover Page		Yes – 1x single sided A4 or A3 page	Yes
Respondent's Information	Table 07	No	Yes
Table of Contents		No	Yes
Executive Summary		Yes – 2x single sided A4 pages	No

Exclusion Criteria	Table 08	No	Yes
Compliance Criteria	Table 09	No	Yes
Qualitative Criteria	Table 10; Table 11; Table 12; and Table 13	Yes - Provide all requested documentation and information within the prescribed page limit outlined in Section 5.2.3	Yes
Price Estimate	Table 14	No	Yes
Addenda and Departures		No	No

Table 06 – Submission requirements

The EOI submission must be submitted as a single PDF file, including a Table of Contents and Bookmarks created to make navigating the document easily.

4. SCOPE OF SERVICES OVERVIEW

In general terms, the successful New Terminal Lead Consultant will lead and deliver the concept, schematic and detailed design stages of the New Terminal project, engage the required sub-consultants as outlined below and provide support to Perth Airport during the construction stages of the New Terminal Project.

A detailed Scope of Services will be issued at Stage 2 – RFT, however, for the purposes of this invitation, a high-level overview of the key responsibilities of the New Terminal Lead Consultant is outlined below.

The New Terminal Lead Consultant must:

- (a) act as the lead designer to:
 - (i) ensure all design work produced is complete and all technical criteria are met and fully coordinated amongst all entities and disciplines including those provided by others such as other providers, Government agencies, stakeholders, and interfacing service providers; and
 - (ii) lead, manage and coordinate its sub-consultants and other providers' activities throughout the overall design process, manage interfaces and ensure a consistent and coordinated design is produced to the required design delivery milestones;
- (b) monitor the New Terminal design with respect to Perth Airport's cost and program targets, proactively manage the design to meet those targets and work closely with Perth Airport to actively contribute to Perth Airport's cost and value management activities and regularly provide detailed information to demonstrate the ability of the New Terminal Lead Consultant's design to meet cost and schedule targets;
- (c) actively manage change throughout the design phase and actively contribute to and participate in Perth Airport's change management process to enable comprehensive understanding, communication, and mitigation of potential change events;
- (d) lead the production of necessary deliverables, ensuring that all work product, whether prepared by the New Terminal Lead Consultant, its sub-consultants or other providers, is fully integrated, coordinated and complete;
- (e) identify and manage key interfaces with other projects in the vicinity of the New Terminal including Perth Airport's new runway, eastern multistorey carpark and adjacent hotels;
- (f) prepare and provide written reports outlining the progress of the activities for which the New Terminal Lead Consultant is responsible;
- (g) finalise and record the baseline data on which the design is to be based and the specific requirements of key stakeholders;
- (h) provide ongoing options development and cost benefit analysis including assessment of design innovations and opportunities to safeguard for an increase in capacity;
- (i) produce a complete and coordinated New Terminal (detailed design) and associated apron and airfield works (including service roads, fuelling, aerobridge placement, GSE storage, NIGS) that will serve as part of the tender documentation to be used to procure a suitable builder;
- (j) develop a detailed Principal's Project Requirements (PPR) document outlining the functional, technical, and operational requirements for the New Terminal that will serve as part of the tender documentation to be used to procure a suitable builder;
- (k) provide inputs into the Master Development Plan (MDP) for the New Terminal;
- (l) provide inputs into presentations, reports, and papers to obtain the necessary endorsement and approvals from key internal and external stakeholders;
- (m) coordinate design elements to include stakeholder requirements, attend meetings to manage these requirements, interface to ensure a coordinated design is produced;

- (n) actively conduct value engineering reviews and attend workshops throughout the design phase to ensure Perth Airport's cost targets are met;
- (o) identify opportunities for forward works and / or required site investigations;
- (p) during construction as a minimum:
 - (i) provide advice and guidance on design and technical matters to ensure compliance with the agreed detailed design and PPR;
 - (ii) provide technical responses to builder Requests for Information (RFIs);
 - (iii) review 80% and 100% documentation and drawings submitted by the builder;
 - (iv) review shop drawings and as-built drawings submitted by the builder;
 - (v) regularly visit the construction site to inspect the progress, address any design issues that may arise, and ensure the project is on track;
 - (vi) assist with solving any design-related challenges that may arise during the construction process, offering creative solutions to achieve the desired outcomes;
 - (vii) ensure the construction work meets the design specifications and quality standards set by Perth Airport; and
 - (viii) attend design and site meetings as required.

4.1 Disciplines

The anticipated design disciplines that will be required to provide input into the design of the New Terminal Project may include but are not limited to:

- (a) Airfield Planning (airfield & aprons) *
- (b) Architecture*
- (c) Baggage Handling Systems Engineering*
- (d) Compliance BCA / DDA
- (e) Envelope Engineering – façade and roof
- (f) Fire Engineering*
- (g) Fuel Systems Engineering
- (h) Horizontal and vertical transportation systems
- (i) Interior Design*
- (j) Landscape Design
- (k) Multi- disciplinary engineering design services including
 - (i) pavement / civil engineering including roads, external services, and the aprons*
 - (ii) structural engineering including bomb blast protection*
 - (iii) mechanical engineering*
 - (iv) electrical engineering*
 - (v) hydraulic engineering*
 - (vi) ICT engineering*
 - (vii) fire services engineering*
 - (viii) Information technology engineering
 - (ix) Building management engineering

- (x) Sustainability and management of sustainability ratings (IS, Green Star, NABERS)*
- (xi) logistics engineering
- (xii) façade engineering
- (xiii) access control and security system engineering
- (xiv) acoustic engineering
- (xv) systems engineering including specialist airport systems*
- (xvi) sustainability and ESD
- (l) Traffic engineering and modelling
- (m) Geotechnical engineering
- (n) Jet blast modelling
- (o) Wind shear and thermal modelling
- (p) Placemaking and Arts
- (q) Retail / F&B Design*
- (r) Specialist Lighting
- (s) Vertical Transportation; and
- (t) Wayfinding and Signage

*denotes key disciplines

Other specialists can be proposed as deemed necessary by the New Terminal Lead Consultant to deliver the required scope of services.

Perth Airport reserves the right to nominate their preferred sub-consultants to the Lead Consultant.

It is anticipated that all the sub-consultants required to carry out the scope of services will be appointed by the New Terminal Lead Consultant except for the following consultants who will be engaged directly by Perth Airport.

- (a) Cost Consultant;
- (b) Commercial Retail Analysis; and
- (c) Airport Planner.

The New Terminal Lead Consultant will be required to integrate the work of the consultants appointed by Perth Airport into the overall scope of services and as such will be asked to identify any perceived scope or deliverable gaps as part of Stage 2 – RFT for resolution prior to award.

5. EXPRESSION OF INTEREST RESPONSE

5.1 Respondent Information

Respondents must complete the form below and submit it together with their EOI.

Respondent Information	
Name of Legal Entity	
Registered Address (or address of principal place of business)	
Business Name	
ACN (if a Company)	
ABN	
Email	
Telephone	
Address for Service of Notices	
Contact Details	
Contact Person	
Contact Person Position Title	
Email	
Telephone	
Mobile	

Table 07 – Respondents Information

5.2 Evaluation Criteria

5.2.1 Exclusion Criteria

Respondents must complete the form outlined in Table 08 and submit it together with their responses. Perth Airport has no objection to Respondents proposing partnerships with other organisations to deliver against the requirements outlined by Perth Airport in this EOI. However, Perth Airport will only enter into contract with an entity that satisfies the Exclusion Criteria. Responses to the Exclusion Criteria must be submitted by an entity that satisfies the Exclusion Criteria.

No.	Exclusion Criteria	Description	Confirmation
1	Respondent	Respondent must have an established architectural practice registered within Australia.	Yes or No
2	Relevant experience	Respondent must have designed or delivered an airport terminal with a minimum Gross Floor Area (GFA) of 50,000sqm within the last 10 years.	Yes or No

Table 08 - Exclusion Criteria

5.2.2 Compliance Criteria

Respondents must complete the form outlined in Table 09 below and submit it together with their responses.

No.	Compliance Criteria	Description	Confirmation
1	Response	All mandatory information noted in Table 06 has been provided.	Yes or No
2	Terms and Conditions	The conditions included in this Request are hereby agreed, understood, and complied with by the Respondent. If no, please explain in an attachment.	Yes or No
3	Conflict of Interest	Are there any actual, potential, or perceived conflicts of interest likely to arise from carrying out the services detailed in the Request. If yes, provide details as an attachment to your Response, including the Respondent's proposed method of managing the conflict.	Yes or No
4	Financial Capacity	The Respondent confirms that it has the financial capacity to undertake the project. The Respondent also acknowledges Perth Airport's right to research and examine the financial viability of the Respondent, including obtaining a report from a credit rating agency.	Yes or No
5	Key Personnel	The Respondent hereby confirms that during the design phases of the New Terminal project:	
		i the two most senior project team members included in the response to this EOI will be based in Perth for 100% of their assigned project involvement.	Yes or No

5	Key Personnel contd.	ii	Leads of key disciplines (as identified in Section 4.1 above) will be based in Perth for a minimum of 75% of their assigned project involvement.	Yes or No
		iii	All other discipline leads will be available for in-person meetings in Perth if requested by Perth Airport.	Yes or No

Table 09 – Compliance Criteria

5.2.3 Qualitative Criteria

The Qualitative Criteria that Respondents will address are divided into four (4) categories:

- (a) **Organisation Capability:** Evaluation of the Respondent's structure, local presence, staff numbers, and resource depth to manage the New Terminal Project design project effectively.
- (b) **Relevant Experience:** Evaluation of the respondent's track record in designing similar airport terminals and large-scale infrastructure projects over the last ten (10) years, demonstrating their ability to undertake the New Terminal Project's scope and complexity.
- (c) **Team Capability and Capacity:** Evaluation of the respondent's proposed project team structure will focus on the multidisciplinary nature of the team. This includes information on key lead personnel, their roles, and their expertise to ensure effective execution of the design of the New Terminal Project.
- (d) **Project Understanding:** Evaluation of the respondent's comprehension, insight, and capability in designing, managing, and executing projects effectively

In response to the Qualitative Criteria, Respondents must submit the following information with their Response:

A – Organisation Capability		
Page Limit		Two (2) single sided A3 pages
1	Organisation Profile	A brief overview of the organization, including its history, core competencies, and any relevant accreditations or certifications. An organisational chart showing the structure of the entire organization. This chart should clearly indicate the lines of communication and hierarchy within the organization.
2	Local office details	Information about the local office that will be involved in the project, including its location, number of staff, and specific capabilities relevant to the New Terminal Project. This should also include details of any local partnerships or collaborations that will support the project.
3	Certifications	Respondents are required to provide details of all relevant ISO certifications currently held by their proposed teams/ organisations. This includes, but is not limited to, certifications in Quality Management Systems (QMS), Environmental Management Systems, Building Information Modelling (BIM) systems, and Quality Management for Projects. The submission should include the certification numbers, dates of issue, and the accrediting bodies.

Table 10 – Organisation Capability

B – Relevant Experience		
Page Limit	Six (6) single sided A3 pages	
Perth Airport is interested in seeing a range of projects which demonstrate both local experience as well as national and global capability including the application of world best practice, future trends, and innovation.		
1	A list of minimum six (6) relevant airport and large-scale infrastructure projects that have been constructed or commenced construction in the last ten (10) years, one of which must be an airport terminal with a minimum Gross Floor Area (GFA) of 50,000sqm and two (2) of which must have been in Australia/ New Zealand. The Respondent is to include the following information:	
	a	Project name
	b	Project budget
	c	Project size (area and / or passenger capacity)
	d	Project description
	e	Exact scope of services provided by the Respondent / Respondent's team
	f	Overview of scope and complexity of each project and why it is considered relevant to this EOI
	g	Names of those from the Respondent's nominated team members who worked on the project and their specific role
	h	Client contact details

Table 11 – Relevant Experience

C – Team Capability and Capacity		
Page Limit	Six (6) single sided A3 pages	
Perth Airport is seeking to work collaboratively with a highly experienced and effective design team.		
1	Team structure	A diagram outlining the composition of the proposed team including:
	a	the overall make-up of the project team including how the team of sub-consultants and Subject Matter Experts (SME's) will be arranged and managed. It is not mandatory to include names of organisations and / or individuals for any organisation other than that of the Respondent (unless the Respondent is nominating another organisation to manage the design team on their behalf).
	b	key lead personnel including:
	i	identification of the two most senior members of the team one of who will be the primary contact with Perth Airport and who will be responsible for directing the design team on a day-to-day basis.

Team structure contd.	b	ii	<p>Information on the nominated lead personnel identified in b(i) and any others that are instrumental to the leadership and delivery of the project including:</p> <ul style="list-style-type: none"> - a short paragraph describing their roles on the project and within the project team. - concise resumes highlighting qualifications, professional background, relevant skills, and experience, emphasizing their involvement in projects provided under Section B – Relevant Experience. - the organisation that they are employed by and where they are permanently based and / or whether they will be relocated to Perth for the duration of the project.
<p><i>Any sub-consultants, SME's, and key lead personnel nominated within the Respondents response to this EOI must also be included in the successful Respondents Stage 2 tenders.</i></p>			

Table 12 – Team Capability and Capacity

D – Project Understanding		
Page Limit	Eight (8) single sided A3 pages	
Respondents are requested to provide the following:		
1	Design Management Approach	<p>A comprehensive outline of the Respondent's approach to managing the design process in a large multi-disciplinary design team. This should include key principles and methodologies for:</p> <p>Team Coordination: Describing how the respondent plans to manage and coordinate a large multi-disciplinary team to ensure that all Perth Airport's requirements are met, and all disciplines are fully coordinated with each other.</p> <p>Timely Delivery: Outlining the strategies and mechanisms that will be employed to ensure that the design is delivered on time, including scheduling, milestone tracking, and progress monitoring.</p> <p>Cost / Value Management: Explaining how the respondent intends to manage and control costs to ensure that the design meets the project's budgetary targets, including cost forecasting, value engineering, and regular cost reviews.</p>
2	Stakeholder Engagement	<p>A brief outline of the Respondent's approach to managing stakeholders, including airlines, Perth Airports internal departments and regulatory bodies throughout the design process, and how stakeholder feedback will be collected, analysed, and integrated into the design process to ensure the final design aligns with stakeholder requirements.</p>
3	Innovation	<p>A selection of case studies that demonstrate the Respondent's ability to deliver innovative design solutions, showcasing a range of creative and forward-thinking ideas that have added real value and have assisted in overcoming specific challenges resulting in successful project outcomes.</p>
4	Sustainability	<p>A summary of the Respondent's:</p> <p>understanding of leading sustainable design and how this will be applied to the delivery of the New Terminal; and</p> <p>commitment to sustainable design, including examples of integration into projects and relevant certifications and awards.</p>

Table 13 – Project Understanding

5.3 Price estimate

Respondents are requested to provide a non-binding price estimate for Lead Consultant Services for the New Terminal Project. Perth Airport seeks this estimate in the form of an indicative range. The purpose of this high-level estimate is to enable Perth Airport to gauge whether its budgetary allowances are in line with current market conditions.

Perth Airport recognizes that the estimates provided by the Respondents will be based on limited information. Therefore, these estimates will not be a factor in the evaluation of the EOI Responses. However, Perth Airport expects Respondents to offer thoughtfully considered estimates that reflect current market conditions and consider the scale and complexity of the project.

High Level cost estimate (excl. GST)	
Minimum	Maximum

Table 14 – Price Estimate

6. ATTACHMENT 1 – CONDITIONS OF TENDER





CONDITIONS OF
TENDER | PROPOSAL | QUOTATION
| SPONSORSHIP
(CONDITIONS OF TENDER)

CONDITIONS OF TENDER

1 Definitions

Unless otherwise defined, capitalised words in these Conditions of Tender have the following meanings:

Addenda means all addendum to the Request for Tender issued by Perth Airport in accordance with these Conditions of Tender.

Alternative Tender has the meaning given to it in clause 2.5.

Area of Operations means the area within Perth Airport's operational control where the Services are to be performed.

Business Day means a day that is not a Saturday, Sunday or public holiday at the Area of Operations.

Closing Date means the date and time by which Tenders must be submitted as specified in the Request for Tender, as varied in accordance with these Conditions of Tender.

Conditions of Tender means this document containing the conditions of the tender process.

Confidential Information means all confidential, non-public or proprietary information regardless of how the information is stored or delivered, exchanged between the parties before, during or after the Tender Period relating to the business, technology or other affairs of Perth Airport.

Contract means the proposed contract between Perth Airport and the Successful Tenderer for the performance of the Services.

Costs includes costs, charges and expenses, fines, penalties, demands, losses, damages, outgoings, payments, or other expenditure (whether direct, indirect, special or consequential and whether accrued or paid) including those incurred in connection with advisers.

Informal Tender has the meaning given to it in clause 2.6.

Late Tender has the meaning given to it in clause 2.7.

Personal Information means any information or an opinion about a natural person that is reasonably identifiable, including personal information as defined in the *Privacy Act 1998* (Cth) obtained, generated or disclosed in connection with the tender process.

Personnel means a party's Related Bodies Corporate and each of their respective officers, employees, agents and contractors.

Perth Airport means Perth Airport Pty Ltd ABN 24 077 153 130.

Perth Airport's Representative means the person identified in the Request for Tender as Perth Airport's Representative or an authorised delegate.

Privacy Laws means:

- (a) the *Privacy Act 1988* (Cth);
- (b) any privacy code approved by the Australian Information Commissioner under the *Privacy Act 1988* (Cth); and
- (c) any other applicable laws relating to the handling of Personal Information.

Related Bodies Corporate has the meaning given to it by sections 9 and 50 of the *Corporations Act 2001* (Cth).

Request for Tender means the request by Perth Airport for the submission of Tenders in respect of the Services and in accordance with these Conditions of Tender.

Services means the services and works that Perth Airport requires be performed under the Contract, as described in the Request for Tender.

Successful Tenderer means the Tenderer that is selected by Perth Airport to enter into the Contract.

Tender means a tender / proposal / quotation submitted by a Tenderer in response to the Request for Tender and in accordance with these Conditions of Tender.

Tenderer means any contractor tendering for the Services through the tender process (together, the **Tenderers**).

Tender Documents means the Request for Tender and all schedules, attachments, annexures and any Addenda issued by Perth Airport, including the Contract and these Conditions of Tender.

Tender Period means the period beginning on the date that the Request for Tender is released by Perth Airport and ending on the Closing Date.

Tender Validity Period means the period of time specified in the Request for Tender, as varied in accordance with these Conditions of Tender.

2 Conditions

2.1 Content of Tenders

- (a) The Tender must:
 - (i) include all of the information required by the Tender Documents, including these Conditions of Tender, and any other information requested by Perth Airport;
 - (ii) be executed by the Tenderer in accordance with s127 of the *Corporations Act 2001* (Cth); and
 - (iii) contain confirmation that the tendered price includes an allowance for all Addenda and any extension of the Tender Validity Period.
- (b) The Tender must not be amended post-submission unless agreed in writing between the Tenderer and Perth Airport.

2.2 Submission of Tenders

- (a) Tenders must be submitted and received by Perth Airport by the Closing Date, in accordance with these Conditions of Tender.
- (b) Tenders are to be submitted electronically by email or DropBox link (or equivalent file sharing platform) to Perth Airport's Representative.
- (c) Perth Airport may request hard copies of any or all documents submitted as part of the Tender.
- (d) Perth Airport may evaluate Tenders not submitted by the Closing Date in its absolute discretion.
- (e) A Tenderer who submits a Tender will be deemed to have warranted to Perth Airport that:
 - (i) the Tenderer has the necessary resources, experience, expertise and capacity to perform the Services;
 - (ii) the content of the Tender, including any statements and representations made in the Tender, is true and correct; and
 - (iii) it accepts all of the terms and conditions contained in these Conditions of Tender and any other terms and conditions included in the Request for Tender.

2.3 Tender Documents

- (a) The Tender Documents are the property of Perth Airport and may only be used by the Tenderer for the purpose of preparing a Tender.
- (b) Perth Airport reserves the right to vary any or all of the Tender Documents, including these Conditions of Tender.
- (a) If Perth Airport varies any aspect of the Tender Documents prior to the Closing Date, it will simultaneously notify all Tenderers by way of an addendum to the Request for Tender.

2.4 Exceptions and Qualifications

- (a) In its Tender, the Tenderer must provide details of any proposed qualifications or amendments to the Contract.
- (b) Perth Airport may, in its absolute discretion, decline to evaluate any Tender that contains qualifications or proposed amendments to the Contract.

2.5 Alternative Tenders

- (a) Alternative Tenders, including opportunities for value engineering, may be submitted with the conforming Tender and must be clearly identified and labelled as an Alternative Tender.
- (b) The Alternative Tender must include:
 - (i) a detailed description of all non-conformances with the Tender Documents (including the Conditions of Tender), including the manner of non-conformance; and
 - (ii) detailed explanations of how each non-conformance meets Perth Airport's commercial and technical objectives.

2.6 Informal Tenders

- (a) Tenders that do not comply with the requirements of these Conditions of Tender, or contain information not required by the Tender Documents, will be deemed an Informal Tender.
- (b) Perth Airport may evaluate Informal Tenders in its absolute discretion.

2.7 Late Tenders

- (a) Tenders submitted after the Closing Date will be deemed a Late Tender.
- (b) Perth Airport may evaluate Late Tenders in its absolute discretion.

2.8 Tender Enquiries

- (a) Tenderers may request further information or clarification of any matter relating to the tender process.
- (b) Requests for further information or clarification must be addressed to Perth Airport's Representative in writing, no later than 10 Business Days prior to the Closing Date.
- (c) Responses to requests for information or clarification will be simultaneously issued in writing to all Tenderers in the form of an addendum to the Request to Tender.
- (d) All enquiries and communications in relation to the tender process must be through the Perth Airport Representative. No other employees or representatives of Perth Airport are to be contacted in relation to the tender process, unless the Tenderer is directed to do so in writing by Perth Airport's Representative.
- (e) Perth Airport is not bound by any verbal advice or information provided by any employee or agent of Perth Airport.

- (f) Perth Airport reserves the right to disqualify or reject a Tender if a Tenderer does not comply with this clause 2.8.

2.9 Addenda

Each addendum to the Request for Tender will:

- (a) be made in writing and numbered consecutively;
- (b) be issued by Perth Airport simultaneously to all Tenderers; and
- (c) form part of the Tender Documents.

2.10 Right to Seek Further Information

- (a) Perth Airport may, at any time, request further information from a Tenderer in relation to any matter and the Tenderer must respond to any such request within the time required by Perth Airport. All responses must be in writing and addressed to Perth Airport's Representative.
- (b) Failure to respond to requests from Perth Airport for further information within the time stipulated may result in Perth Airport rejecting a Tender.
- (c) The Tenderer may be required to attend an interview with Perth Airport's Representative.

2.11 Monetary Values

- (a) For the purposes of this clause:
 - (i) "GST" means goods and services tax applicable to any taxable supplies as determined under the GST Act;
 - (ii) "GST Act" means *A New Tax System (Goods and Services Tax) Act 1999* and (where the context permits) includes the Regulations and the Commissioner of Taxation's Goods and Services Tax Rulings and Determinations made thereunder and any other written law dealing with GST applying for the time being in the State of Western Australia; and
 - (iii) "Supply" and "Taxable Supply" have the same meanings as in the GST Act.
- (b) Where the subject of the Tender or any part thereof is a taxable supply under the GST Act, the price, fee or rates tendered by the Tenderer must be inclusive of all applicable GST at the rate in force for the time being.
- (c) Monetary values that appear in the Tender Documents are exclusive of GST.

2.12 Tenderer to Inform Themselves

- (a) By submitting a Tender, the Tenderer represents and warrants that it has:
 - (i) satisfied itself by its own investigations as to the content of the Tender Documents, any other information made available by Perth Airport to Tenderers as part of the tender process and the Area of Operations and its surroundings, conditions and characteristics (**Site Conditions**);
 - (ii) made appropriate allowance in the Tender for any effect of the Site Conditions;
 - (iii) examined all information relevant to, and made its own reasonable enquiries to fully inform itself of all, risks, contingencies and other circumstances that may affect its Tender and the proper performance of its obligations under the Contract and it will be deemed that adequate provision for these risks and contingencies have been accounted for in the Tender;
 - (iv) satisfied itself as to the correctness and sufficiency of its Tender, including the requirements of these Conditions of Tender and any rates or lump sums specified in the Tender (which will be deemed to cover the cost of complying with all obligations under the Contract and of all matters and things necessary

- for the due and proper performance of the Services as described in the Contract);
- (v) informed itself of all matters relevant to the employment of labour and all industrial relations matters at the Area of Operations; and
 - (vi) otherwise undertaken all other due enquiries and investigations.
- (b) The Tenderer will, by submitting its Tender, be taken to have fully informed itself of all matters concerning the tender process.

2.13 Discrepancies, Errors and Omissions

- (a) Perth Airport makes no representations or warranties as to the correctness or completeness of the Tender Documents.
- (b) Perth Airport and its Personnel are not liable to a Tenderer with respect to any information provided by Perth Airport that is not accurate or complete.
- (c) If the Tenderer becomes aware of any discrepancy, error, ambiguity or omission in the Tender Documents, it must immediately notify Perth Airport's Representative in writing.
- (d) Perth Airport may, in its absolute discretion, issue an addendum to the Request for Tender as a result of a notification under this clause 2.13.

2.14 Tender Validity Period

- (a) Tenders must remain open for evaluation by Perth Airport for the Tender Validity Period, or such period as agreed in writing between the Tenderer and Perth Airport and will remain binding and be capable of acceptance at any time up to the expiration of that period.
- (b) A Tenderer may only withdraw its Tender prior to the expiration of the Tender Validity Period with the prior written consent of Perth Airport.

2.15 Site Visit

- (a) A site visit may, if applicable, be available to all Tenderers prior to the Closing Date.
- (b) Perth Airport's Representative:
 - (i) will inform Tenderers of the time and place of the site visit;
 - (ii) may stipulate the maximum number of representatives from each Tenderer who are permitted to attend; and
 - (iii) may, in its sole discretion, arrange for the site visit to take place by all Tenderers at the same time.
- (c) During the site visit, the Tenderer may inspect the Area of Operations and satisfy itself as to the site location, conditions and all other matters that may affect the Services.
- (d) The Tenderer:
 - (i) releases Perth Airport and its Personnel from any liability in respect of:
 - (A) loss or damage to any real or personal property;
 - (B) personal injury, disease or illness to, or death of, any person; and
 - (C) financial loss or expense,arising out of, or in connection with, the site visit; and
 - (ii) indemnifies Perth Airport and its Personnel against all damage, expense, loss or liability of any nature suffered or incurred by Perth Airport, its officers, employees, agents and contractors arising out of the carrying out of the site visit.

2.16 Evaluation Criteria

- (a) Tenders will be assessed against evaluation criteria set by Perth Airport in its absolute discretion.
- (b) Perth Airport may apply weightings to evaluation criteria.
- (c) Evaluation and comparison of Tenders is confidential to Perth Airport and will not be disclosed to Tenderers.

2.17 Acceptance or Rejection of Tender

- (a) Perth Airport is not bound to accept any Tender, including Informal Tenders, Late Tenders and Alternative Tenders.
- (b) The Successful Tenderer (if any) will be notified of the acceptance of its Tender by Perth Airport in writing.
- (c) All unsuccessful Tenderers will be notified of the rejection of their Tender by Perth Airport in writing.
- (d) Perth Airport may at any time, in its absolute discretion:
 - (i) accept or reject any Tender (in full or in part) without providing reasons;
 - (ii) negotiate with any one or more Tenderers after the Closing Date, including in the form of “best and final offer” negotiations;
 - (iii) change the structure or timing of the tender process;
 - (iv) appoint a preferred Tenderer, but continue discussions with other Tenderers;
 - (v) invite any other contractor to participate as a Tenderer; or
 - (vi) award the Contract to multiple Tenderers or one Tenderer.
- (e) Any condition of quotation, offer or proposal of any nature appearing on any documents submitted with, or within a Tender, which constitutes a variation of, or omission from, or addition to the Tender Documents (including the Contract) will be deemed to be excluded from the acceptance of a Tender to which such condition relates unless that same condition was submitted as part of an Alternative Proposal or has been specifically referred to and accepted by Perth Airport in writing.

2.18 Termination of the tender process

- (a) Perth Airport may, at any time, terminate the tender process.
- (b) Perth Airport will notify all Tenderers of any termination in writing.

2.19 Contract Execution

- (a) The Contract may be amended as a result of any negotiations between Perth Airport and the Successful Tenderer.
- (b) Unless and until the Contract is validly executed by both parties, these Conditions of Tender will govern the relationship between the Successful Tenderer and Perth Airport.
- (c) A Tender will not be deemed to have been accepted and no contract in respect of the Services will arise between the Successful Tenderer and Perth Airport, unless and until the Contract has been validly executed by the Successful Tenderer and Perth Airport, after which time the Contract will govern the obligations of the parties.

2.20 Costs

- (a) Each Tenderer is liable for its own Costs, charges or expenses associated with any part of the tender process.
- (b) Perth Airport is not liable for any Costs, charges or expenses incurred by the Tenderer in connection with the tender process, including (but not limited to) providing any

further information required by Perth Airport, information or presentations to Perth Airport or attendance for negotiations, site visits or interviews.

2.21 Conflict of Interest

- (a) The Tenderer must immediately notify Perth Airport if it becomes aware of any conflict of interest or any matter that may give rise to a conflict of interest, including issues which may impact on Perth Airport or the integrity of the tender process.
- (b) If the Tenderer fails to comply with this section, Perth Airport may in its absolute discretion:
 - (i) disqualify the Tenderer from the tender process;
 - (ii) if a Tender has already been submitted by the Tenderer, reject that Tender;
or
 - (iii) take the Tenderer's failure into account when evaluating its Tender.

2.22 Collusive Tendering

- (a) Joint Tenders must be disclosed in writing to Perth Airport and submitted in accordance with these Conditions of Tender.
- (b) With the exception of joint Tenders, the Tenderer must not enter into any agreement or arrangement with any other person or entity in relation to the preparation and submission of any Tender.
- (c) Without limitation, the pricing of a Tender must not take account of any amount to be paid to any unsuccessful Tenderer.
- (d) If Perth Airport becomes aware of any form of collusive tendering or other improper practice by any Tenderer in relation to the tender process, Perth Airport may:
 - (i) reject any Tender in its absolute discretion;
 - (ii) terminate the tender process; or
 - (iii) if a Successful Tenderer has already been selected, revoke its acceptance of that Tender.
- (e) Tenderers found by Perth Airport to be involved in collusive tendering or other improper practice may be barred by Perth Airport from tendering for future contracts for a period to be determined by Perth Airport.

2.23 Confidential Information and Privacy

- (a) The Tenderer may only use the Confidential Information for the purpose of preparing the Tender in accordance with these Conditions of Tender.
- (b) The Tenderer must ensure that its employees, advisers and consultants do not disclose or give to any person Confidential Information except:
 - (i) with Perth Airport's written consent, which consent may be given or withheld in its absolute discretion;
 - (ii) if the Tenderer is required to do so by law;
 - (iii) if the information is in the public domain other than by reason of breach of this clause;
 - (iv) where it is reasonably necessary for the Tenderer to seek professional advice or to defend itself from any suit or claims.
- (c) The Tenderer must securely destroy or return to Perth Airport all documents provided by Perth Airport during the course of the tender process:
 - (i) by the Closing Date, if a Tender is not submitted; or

- (ii) immediately following notification by Perth Airport under clause 2.17(c), if a Tenderer is not successful.
- (d) To the extent permitted by law, Perth Airport will treat the Tender (including all supporting documents and materials) and all correspondence with the Tenderer as strictly confidential. Despite this, Perth Airport reserves the right to disclose some or all of the contents of a Tender:
 - (i) if required to do so by law or court order;
 - (ii) if the information is in the public domain other than by reason of breach of this clause; or
 - (iii) where it is reasonably necessary for Perth Airport to seek professional advice or to defend itself from any suit or claims.
- (e) In respect of any Personal Information that the Tenderer collects, holds, uses and otherwise handles, or which is disclosed to the Tenderer, under or in connection with the Request for Tender, the Tenderer must comply with all provisions of the Privacy Laws and take all necessary steps to ensure that such Personal Information is protected against misuse, loss and unauthorised access.

2.24 Intellectual Property

- (a) All Tender and any accompanying documents become the property of Perth Airport and will not be returned to the Tenderer regardless of the outcome of the Tender.
- (b) The Tenderer must ensure that Perth Airport is lawfully able to use, copy, adapt and modify any material, document, information or thing comprised in any Tender, for any purpose relating to the Services, including without limitation for the purposes of any evaluation under these Conditions of Tender, and the Tenderer grants Perth Airport an unconditional irrevocable, royalty-free licence for these purposes.

2.25 Liability

To the maximum extent permitted by law, Perth Airport and its Personnel will have no liability to any Tenderer (whether based in contract, promissory estoppel, restitution, quantum meruit, quasi-contract, tort, statute or otherwise) in connection with or in relation to the Tender Documents, the Tenderer's participation in the tender process or any negotiations with a Tenderer. Without limiting the foregoing, Perth Airport will not be liable or responsible to any Tenderer in circumstances where Perth Airport:

- (a) terminates the tender process;
- (b) varies or amends the tender process;
- (c) does not select a Successful Tenderer;
- (d) does not execute a contract with the Successful Tenderer; or
- (e) otherwise exercises any of its rights under these Conditions of Tender.