

Community Survey

– Shire of Exmouth

1 SUMMARY

The Shire of Exmouth is seeking quotations from suitable qualified and experienced community survey providers to conduct a survey of Exmouth residents (@ 2,800 persons) in relation to the understanding and acceptance of the proposed Gascoyne Gateway Limited single jetty deep water port facility.

2 SCOPE OF WORKS

The Shire of Exmouth (SoE) is seeking a quote for services to undertake the following:

- Work with Council and Shire Officers to understand the project brief so that a survey tool and process can be tailored to meet the project brief and objectives. Respondents should detail if the councillor and officer workshop is conducted in person or via electronic means.
- Undertake a desktop review of the recent community engagement process undertaken by Gascoyne Gateway Limited (GGL) and provide a report to Council as to its effectiveness and likely reach within the Exmouth community.
- Undertake the survey and provide a draft report against the project brief to a Council workshop.
- Present the final report.

3 YOUR QUOTATION

Quotations are to include:

1. A response which addresses the above Scope of Works.
2. Demonstrated experience with similar projects with referee`s.
3. A project proposal/methodology with milestones, time frames (start and finish date) for the project to be undertaken noting that the project will ideally commence in February and be completed by March 31st if possible.
4. Itemise costs and disbursement separately.

4 CLOSING DATE FOR RESPONSES & SUBMISSION

The SoE has adopted the best value for money approach to this Request. This means that, although price is considered, the Response containing the lowest price will not necessarily be accepted, nor will the offer ranked the highest on the Qualitative Criteria. The SoE is not bound to accept the lowest Response and may reject any or all Responses submitted.

Should you require any further information in relation to this Request for Quotation please contact Sandra Flint, Communications and Media Liaison Officer on 9949 3000 or via email on sflint@exmouth.wa.gov.au.

Quotations to be received **no later than noon (12:00 WST) Friday 22 January 2021** and must be lodged electronically by emailing to records@exmouth.wa.gov.au with the Subject Heading RFQ 35-2020 Community Survey – Shire of Exmouth.

