

**Request for Expression of Interest (EOI)**

**for**

**Urban Greening Works in the Central Business District**

**REF:** **SL EOI 2025 002 Urban Greening**

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| --- |
| **GOAL is completely against fraud, bribery, and corruption.**  **GOAL does not ask for money for submissions.**  **If you have any serious concerns over wrong doing please report it at**[**www.safecall.co.uk/report**](http://www.safecall.co.uk/report)**or email** [**goal@safecall.co.uk**](mailto: goal@safecall.co.uk) **. All information is treated confidentially by Safecall, and you may remain anonymous if you wish** |

# About the project

1. The Freetown City Council (Freetown City Council) which is responsible for ancillary highway related works has received an indirect financing grant (No funds will be remitted directly to the Freetown City Council) of 2.5 million Swiss Francs spread over a period of five (5) years from the City of Zurich towards the implementation of the City-to-City Cooperation (C2CC) Urban Regeneration Project. In collaboration with the Sierra Leone Roads Authority and other urban actors at both national and local level in the Project Implementation Unit (PIU), the Freetown City Council which is the main promoter and beneficiary of the City To City Cooperation, intends to apply part of the approved amount on eligible payments under the contract(s) for the design of a blueprint for greening the Central Business District of Freetown and planting of trees and other urban greening works and services in the Central Business District of Freetown. The targeted streets within the project area include Wallace-Johnson Street, Wilberforce Street, Rawdon Street, Howe Street, Charlotte Street, Gloucester Street, George Street, Lamina Sankoh Street, Walpole Street and parts of Siaka Stevens Street and Lightfoot Boston Street. (See project map attached).
2. The United Nations Human Settlements Programme (UN-Habitat), which is the coordinating agency within the United Nations System for human settlements activities is the Cooperation Partner of the City of Zurich. The UN-Habitat, is responsible for promoting and consolidating collaboration with all partners, including national and sub-national governments, local authorities, private and non-governmental organizations in the implementation of the Sustainable Development Goals (SDGs), in particular, Goal 11 of “Making cities and human settlements inclusive, safe, resilient and sustainable. With that mandate in view, the UN-Habitat will act as an overall enabler, facilitator and coordinator while also providing technical assistance for the City-To-City Cooperation project on behalf of the City of Freetown and the City of Zurich, including financial and fiduciary responsibilities.
3. The Sierra Leone Roads Authority (Sierra Leone Roads Authority) is the primary Government Agency responsible for the development, rehabilitation and maintenance of Sierra Leone’s National Road Network. Established by the Sierra Leone Roads Authority act of 1992 (and later amended) its core commitment is to provide a safe, reliable and sustainable road system that facilitates socio-economic development across the country.
4. GOAL through an Agreement of Cooperation (AoC) with UN-Habitat is the Implementing Partner (IP) for the City To City Cooperation works. GOAL will support the development of concrete projects with inputs from the Project Implementation Unit and suppliers through a design and build procurement approach. Freetown City Council through GOAL, will deploy sound procurement procedures, practices and contract management in collaboration with UN-Habitat throughout the implementation period.

# About GOAL

Established in 1977, GOAL is an international humanitarian and development agency committed to working with communities to achieve sustainable and innovative early response in crises and to assist them to build lasting solutions to mitigate poverty and vulnerability. For more information on GOAL and its operations please visit <https://www.goalglobal.org/>.

GOAL has a 19-year presence in Sierra Leone with activities in Freetown Western Area, Kenema, Bombali, Moyamba, and Kambia Districts. The GOAL Sierra Leone programme contributes to poverty and vulnerability reduction through the implementation of multi-sectorial, integrated programmes. The SL programmes specifically focus on systems strengthening and community level behaviour change programming, targeting improved maternal & child health through nutrition and hygiene, sanitation, and water activities as well as child protection and empowerment interventions and urban regeneration. This prequalification process will be beneficial to all projects across the GOAL Sierra Leone.

# Proposed Timelines

|  |  |  |
| --- | --- | --- |
| **Line** | **Item** | **Date, Time and Time Zone** |
| 1 | EOI published | 17th June 2025 |
| 2 | Site Visit and Information Session Date and Time | 23rd June 2025 |
| 3 | Closing date for clarifications | 30th June 2025 |
| 4 | Closing date and time for receipt of offers | 8th July 2025 @ 17:00 hours |
| 5 | EOI Opening Date and time | 9th July 2025 @ 11:00 hours |

# Overview of requirements

The purpose of this request for Expression of Interest (EOI) is to identify suppliers with verified financial and technical capacity in order to create a prequalified suppliers list for the planting of trees and other urban greening works and services in the Central Business District of Freetown.

***The list will be valid for a maximum period of 3 years.***

Prequalified suppliers will then be issued Invitation to Restricted competition (IRC) document and invited to submit offers including a financial offer at a later stage. This EOI itself is NOT a Request for Offer (RFO) or an Invitation to Tender (ITT). No financial offers are requested or should be submitted at this stage.

Annually, prequalified suppliers may be invited to participate in restricted competitive bidding for works under the City To City Cooperation Project construction and rehabilitation in the central business district of Freetown. The Contracting Authority is not obligated to invite participants from this list.

# Terms of the Procurement

## Preamble

### This competition is being conducted under GOAL’s Expression of Interest (EOI) procedure in collaboration with Freetown City Council, Sierra Leone Roads Authority and UN-Habitat.

### The Contracting Authority for this procurement is GOAL.

### This procurement is funded by Zurich with the UN-Habitat as cooperating partner between the cities of Zurich and Freetown and any offer or any contracts or agreements that may arise from it are bound by the regulations of the cooperating partner.

## Clarifications and Query Handling

### GOAL has taken care to be as clear as possible in the language and terms it has used in compiling this EOI. Where any ambiguity or confusion arises from the meaning or interpretation of any word or term used in this document or any other document relating to this EOI, the meaning and interpretation attributed to that word or term by GOAL will be final. GOAL will not accept responsibility for any misunderstanding of this document or any others relating to this EOI.

### Requests for additional information or clarifications can be made before the deadline noted in section 3 above, and no later. Any queries about this EOI should be addressed in writing to GOAL via email at [clarifications@goal.ie](mailto:clarifications@goal.ie) with the reference **SL EOI 2025 002 Urban Greening.** Clarifications and answers shall be collated and published online at <https://www.goalglobal.org/tenders> in a timely manner.

## Conditions of EOI Submission

### 5.3.1. Submissions must be completed in English.

### 5.3.2. Submissions must respond to all requirements set out in this EOI and complete their offer in the Response Format as outlined in Section 6.

### 5.3.3. Failure to submit applications in the required format will, in almost all circumstances, result in the rejection of the offer. Failure to resubmit a correctly formatted application, within an imposed timeframe of such a request will result in disqualification.

### 5.3.4. Applicants must disclose all relevant information to ensure that all submissions are fairly and legally evaluated. Additionally, applicants must provide details of any implications they know or believe their response will have on the successful operation of the contract or on the normal day-to-day operations with GOAL. Any attempt to withhold any information that the applicant knows to be relevant or to mislead GOAL and/or its evaluation team in any way will result in the disqualification of the submission.

### 5.3.5. Any conflicts of interest (including any family relations to GOAL, Freetown City Council, UN-Habitat or Sierra Leone Roads Authority staff) involving an applicant must be fully disclosed to GOAL particularly where there is a conflict of interest in relation to any recommendations or proposals put forward by the applicant.

### 5.3.6. GOAL will not be liable in respect of any costs incurred by respondents in the preparation and submission of applications or any associated work effort.

### 5.3.7. GOAL in collaboration with Freetown City Council, Sierra Leone Roads Authority and UN-Habitat will conduct this EOI process, including the evaluation of responses and final shortlisting in accordance with the details set out in the Evaluation process. Offers will be opened by at least three designated officers of GOAL as well as at least one designated officer from Freetown City Council and Sierra Leone Roads Authority.

### 5.3.8. GOAL is under no obligation to shortlist any application received in response to this EOI and subsequent processes and reserves its right to reject any or all application(s) (part/full) including incomplete offers without assigning reason whatsoever.

### 5.3.9. GOAL and its partners reserve the right to prequalify multiple suppliers as a result of this EOI, at its sole discretion.

### 5.3.10. The applicant shall seek written approval from GOAL before entering into any sub-contracts for the purpose of fulfilling a future contract. Full details of the proposed subcontracting company and the nature of their services shall be included in the written request for approval. Written requests for approval must be submitted to the contract focal point identified in Section 5.

### 5.3.11. GOAL reserves the right to refuse any subcontractor that is proposed by the applicant.

### 5.3.12. Information supplied by applicants will be treated as contractually binding. However, GOAL reserves the right to seek clarification or verification of any such information.

### 5.3.13. GOAL and its partners reserve the right to terminate this competition at any stage.

### 5.3.14. Unsuccessful applicants will be notified.

### 5.3.15. GOAL’s standard payment terms are by bank transfer within 30 days after satisfactory implementation and receipt of documents in order. Satisfactory implementation is decided by GOAL and its partners.

### 5.3.16. This document is not construed in any way as an offer to contract or an obligation on the part of GOAL to invite any offers from any applicants who have taken part in this process.

### 5.3.17. GOAL and all contracted suppliers must act in all its procurement and other activities in full compliance with donor requirements. Any contract(s) that arise from this EOI may be financed by multiple donors and those donors and/or their agents have rights of access to GOAL and/or any of its suppliers or contractors for audit purposes. These donors may also have additional regulations that it is not practical to list here. Submission of an offer under this EOI assumes Service Provider acceptance of these conditions.

### **5.3.18. Terrorism and Sanctions:** GOAL does not engage in transactions with any terrorist group or individual or entity involved with or associated with terrorism or individuals or entities that have active exclusion orders and/or sanctions against them. GOAL shall therefore not knowingly purchase supplies or services from companies that are associated in any way with terrorism and/or are the subject of any relevant international exclusion orders and/or sanctions. If you submit an offer based on this request, it shall constitute a guarantee that neither your company nor any affiliate or a subsidiary controlled by your company are associated with any known terrorist group or is/are the subject of any relevant international exclusion order and/or sanctions. A contract clause confirming this may be included in an eventual purchase order based on this request.

## Quality Control

3rd party companies may be contracted by GOAL and its partners to carry out random quality inspections of work carried out by the contracted party. The cost of the quality control inspections will be covered by GOAL.

GOAL and its partners may choose to visit applicants' premises, including sub-contractors (if any) to perform additional checks as part of the evaluation process. Applicants will be notified in advance of a visit.

## Submission method

Submissions must be delivered in the following way:

1. Electronically [tenders@goal.ie](mailto:tenders@goal.ie) and in the subject field state:
   1. ***SL EOI 2025 002 URBAN GREENING: Name of your firm with the title of the attachment***
   2. ***Number of emails that are sent e.g. 1 of 3, 2 of 3, 3 of 3.***

**All documents attached to emails must be in PDF or scan form. Any excel or word documents must be accompanied by a PDF or scan version of the document.**

Links to share drives will not be accepted unless it is necessary due to file size. All documents submitted via links to shared drive must not be modified after the closing date and time for the receipt of offers (timestamp must clearly indicate that they haven't been modified). Documents submitted via links to a shared drive that have been modified after the closing date and time will not be accepted.

**OR**

Physical submissions- please submit in a sealed envelope **SL EOI 2025 002 URBAN GREENING** with the words ‘*not to be opened before the deadline 9thJuly 2025 @ 11:00 hours by the tender committee’* to the Private Tender Box GOAL Sierra Leone Head Office, 6 The Maze, Off King Street Freetown, Sierra Leone.

Please note that the GOAL office will not be open during weekends or public holidays.

* **Proof of sending is not proof of reception, either electronically or with post/courier/other physical service. Late delivery will result in your offer being rejected. Envelopes found open at the EOI opening will be rejected. All information provided must be perfectly legible.**

## EOI Opening Meeting

Tenders will be opened as per Section 2 Proposed Timelines above at the following location:

**GOAL Sierra Leone Head Office, 6 The Maze, Off King Street Freetown, Sierra Leone.**

One **authorised representative** of each applicant may attend the opening of the applications. Companies wishing to attend are requested to notify their intention by sending an e-mail at least 48 hours in advance to the following e-mail address: [procurementfreetown@sl.goal.ie](mailto:procurementfreetown@sl.goal.ie). This notification must be signed by an authorised officer of the applicant and specify the name of the person who will attend the opening of the offers on the applicant's behalf.

Applicants are invited to attend the EOI Opening Meeting at their own cost.

# Evaluation Process

## Evaluation stages

Applicants will be considered for participation subject to the following qualification process:

| **Phase #** | **Evaluation Process Stage** | **The basic requirements with which proposals must comply with** |
| --- | --- | --- |
| *The first phase of evaluation of the responses will determine whether the offer has been submitted in line with the administrative instructions and meets the exclusion and essential criteria. Only those offers meeting the exclusion and essential criteria will go forward to the second phase of the evaluation- due diligence checks.* | | |
| 1 | **Administrative instructions** | 1. **Closing Date:**   Proposals must have met the deadline stated in section 3 of this EOI, or such revised deadline as may be notified to applicants by GOAL. Applicants must note that GOAL is prohibited from accepting any proposals after that deadline.   1. **Submission Method:**   Proposals must be delivered in the method specified in section 5.5 of this document. GOAL will not accept responsibility for offers delivered by any other method. Responses delivered in any other method may be rejected.   1. **Format and Structure of the Proposals:**   Proposals must conform to the Response Format laid out in section 7 of this EOI or such revised format and structure as may be notified to Tenderers by GOAL. **Failure to comply with the prescribed format and structure may result in your response being rejected at this stage.**   1. **Confirmation of validity of your proposal:**   The Applicants must confirm that the period of validity of their proposal is not less than 90 (ninety) days. |
| **2** | **Essential Criteria** **(Pass/Fail)** | 1. Valid Business Registration document.  2. Valid Tax Clearance certificate.  3. Valid Freetown City Council registration certificate  4. Valid National Social Security Insurance and Trust clearance |
| **3** | **Due Diligence Checks** | References and other checks are found to be clear, and quality is assessed.  In-depth review of audited financial accounts and other documents submitted; supplier is judged to have requisite financial stability and legal status.  Suppliers will be screened in line with Anti-Terrorism and Sanction checks. |

# PRE-QUALIFICATION CRITERIA

|  |  |
| --- | --- |
| **Item No.** | **Economic, Technical and Financial Capacity** |
| **1** | Annual Turnover for the last three (3) years should not be below 5,000 USD with an asset to liability ratio greater than 1. Bidders should submit audited financial statement by a professional audit firm or a registered professional auditor. |
| **2** | Evidence of executing similar works with an individual contract value not below 2,000 USD; Provide examples of the works from the last 3 years: Certificates of completion (minimum of two completed works), ongoing contracts etc. |
| **3** | Previous methodology: Provide a detailed written procedure on how the above works were executed. Note any flexible work hours, actions taken to reduce pedestrian and vehicular traffic disruptions, actions taken to reduce disruptions to businesses, people employed and any design and implement component for part or whole of the works applied. |
| **4** | Evidence of owning/hiring functional equipment including vans, concrete cutters, floodlights, etc |
| **5** | Evidence of trained and qualified personnel; cvs, certificates and references provided for skilled workers that will be assigned to the project; |

# Response Format

## Introduction

All proposals must conform to the response format laid out below. Where an offer does not conform to the required format the applicant may be requested to resubmit it in the correct format, on the understanding that the resubmission cannot contain any material change from the original. Failure to resubmit in the correct format within imposed timeframe may result in disqualification.

By responding to this EOI each applicant is required to accept the terms and conditions of this EOI and to acknowledge and confirm their acceptance by returning a signed copy with its response. Should an applicant not comply with these requirements, GOAL and its partners may, at their sole discretion, reject the response.

If the applicant wishes to supplement their Response to any section of the EOI specifications with a reference to further supporting material, this reference must be clearly identified, including section and page number.

## Submission Checklist

|  |  |  |  |
| --- | --- | --- | --- |
| **Line** | **Item** | **How to submit** | **Tick attached** |
| 1 | Appendix 1- Company Information | Complete, sign, stamp and submit titled ‘Company Information’. |  |
| 2 | Appendix 2 - Technical Offer | Complete, sign, stamp and submit titled ‘Technical offer’. |  |
| 3 | Valid Business Registration Certificate | Attach a copy of Valid Business Registration Certificate |  |
| 4 | Updated Tax Clearance Certificate from the National Revenue Authority | Attach copy of Updated Tax clearance certificate |  |
| 5 | Updated Freetown City Council certificate | Attach copy of your Freetown City Council Certificate |  |
| 6 | Copies of the last 3 financial years’ AUDITED financial accounts, including details of profit and loss and cash flow. These must be audited by an external independent party (either a company or an Independent Accountant) | Attach copies of audited accounts and save as ‘Financial Accounts’ |  |
| 10 | Ownership or lease agreements for any machinery and equipment | Attach copies of Ownership or lease agreements for any machinery and equipment |  |
| 11 | Personnel Qualifications. | Attach detail C.V.s of all permanent employees. |  |
| 12 | References | Attach minimum three references |  |

# Appendix 1 – Company Information

|  |  |  |
| --- | --- | --- |
| Company Name |  | |
| Registered address of the applicant |  | |
| Year Established |  | |
| Please state the name of any other persons/organisations (except your company) who will benefit from this contract (GOAL compliance matter) |  | |
| Parent company |  | |
| Ownership |  | |
| Do you have associated companies? Tick relevant box. If YES – provide details for each company in the line below. | Yes/No | |
|  | |
| Associated company details (if applicable) |  | |
| If successful, do you agree to work under GOAL’s Terms and Conditions of contract (attached as Appendix 4). | Yes/No | Comments/Attachments |
|  |  |
| If successful, do you agree to sign the contract as per GOAL’s contract template (attached as Appendix 5) | Yes/No | Comments/Attachments |
|  |  |
| If successful, do you agree to abide by GOAL’s Supplier code of conduct for the delivery of goods/services/works?  (attached as Appendix 6) | Yes/No | Comments/Attachments |
|  |  |

Note that successful applicants will be required to submit further information as part of supplier registration process before finalisation of contract award.

**1.1 - self-declaration of finance and tax**

|  |  |
| --- | --- |
| **Turnover history** | |
| **Turnover figures entered into the table must be the total sales value before any deductions.**  ‘Turnover of related products’ is for companies that provide items or services in multiple sectors. Please enter information on turnover of items or services that are similar in nature to the items or services requested under this EOI. | |
| **Trading year** | **Total Turnover (indicate currency)** |
| **2023 if available** |  |
| **2022** |  |
| **2021** |  |
| **2020** |  |
| Include a short narrative below to explain any trends year to year. | |
|  | |
| 1. **GOAL operates within the law of the country of operation and within international legal requirements. GOAL expects all companies to fulfil their legal obligations, including meeting their tax liabilities and duties in accordance with the relevant tax legislation. Please comment below if you feel there are any matters you need to bring to GOAL’s attention.** | |
| *Please continue on a separate sheet if necessary.* | |

I certify that the information provided above is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in this declaration may lead to my organisation being excluded from participation in future tenders.

Signed: (Director) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- |
| By submitting an offer under this Expression of Interest (EOI) **SL EOI 2025 002 URBAN GREENING**, the applicant hereby asserts that the following statements are correct at the time of submission; and further undertakes to inform GOAL of any changes in status of these matters. |
| The applicant is not bankrupt or is being wound up, neither are its affairs are being administered by the court nor has entered into an arrangement with creditors or has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulation.  The applicant is not the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or for an arrangement with creditors or of any other similar proceedings under national laws and regulations.  Neither the applicant, a Director or Partner, has been convicted of an offence concerning his professional conduct by a judgement which has the force of res judicata nor been guilty of grave professional misconduct in the course of their business.  The applicant has fulfilled all its obligations relating to the payment of taxes or social security contributions in Ireland or any other state or country in which the applicant is located or doing business.  Neither the applicant, a Director or Partner has been found guilty of fraud, money laundering, corruption; convicted of being a member of a criminal organisation; nor of serious misrepresentation in providing information to a public buying agency.  The applicant has not contrived to misrepresent its Health & Safety information, Quality Assurance information, or any other information relevant to this application.  That all data subjects have specifically consented to the use and storage of their data by GOAL for the purpose of analysing the offers and awarding a contract under this tender; and further understood that the personal data may be shared internally within GOAL and externally if required by law and donor regulations; and may be stored for a period of up to 7 years from the award of contract. |

I confirm that I have the authority to sign on behalf of the company that is submitting an offer.

|  |  |  |  |
| --- | --- | --- | --- |
| Signed: |  | | |
| Print name: |  | Position: |  |
| Company Name: |  | Date: |  |
| Address: |  | | |

# Appendix 2 - Technical Offer

**2.1 PERSONNEL (PERMANENT) (Minimum a university qualified Project manager)**

| Management & Technical Personnel | | | |
| --- | --- | --- | --- |
| Fill in the full name of permanent employees and workers that will be involved in the rehabilitation/construction of pavements and drains as well as the marking of roads and production and installation of signage. You must submit separately their CVs | | | |
| Full Name | Position | Qualification (PhD., Meng, BEng, MSc, e.g.) | Years of experience |
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**2.3 Equipment & Machinery**

| List any machinery and equipment your company owns or lease and that will be deployed to the planting of trees and other urban greening works. Submit ownership documents or lease agreements. If the contractor currently does not own or lease any equipment or machinery, should explain how his/her company shall meet service requirements. | | | |
| --- | --- | --- | --- |
| No. | Type | Ownership (tick X below if appropriate) | Lease (tick X below if appropriate) |
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|  |  |  |  |
| **If no equipment or machinery is currently owned or leased, please explain how your company shall meet service requirements** | | | |
| **Response:** | | | |

**2.3 PREVIOUS Contracts (Minimum TWO contract completion certificates are required)**

**Quality and Delivery**

Please provide details below of any similar contracts in chronological order starting with the most recent.

|  |  |  |
| --- | --- | --- |
| 1 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Contract duration (include in start and end date if possible) |  |
| Provide any other details |  |
| 2 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Contract duration (include in start and end date if possible) |  |
| Provide any other details |  |
| 3 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Contract duration (include in start and end date if possible) |  |
| Provide any other details |  |

**2.4 References (Minimum TWO non-GOAL references are required)**

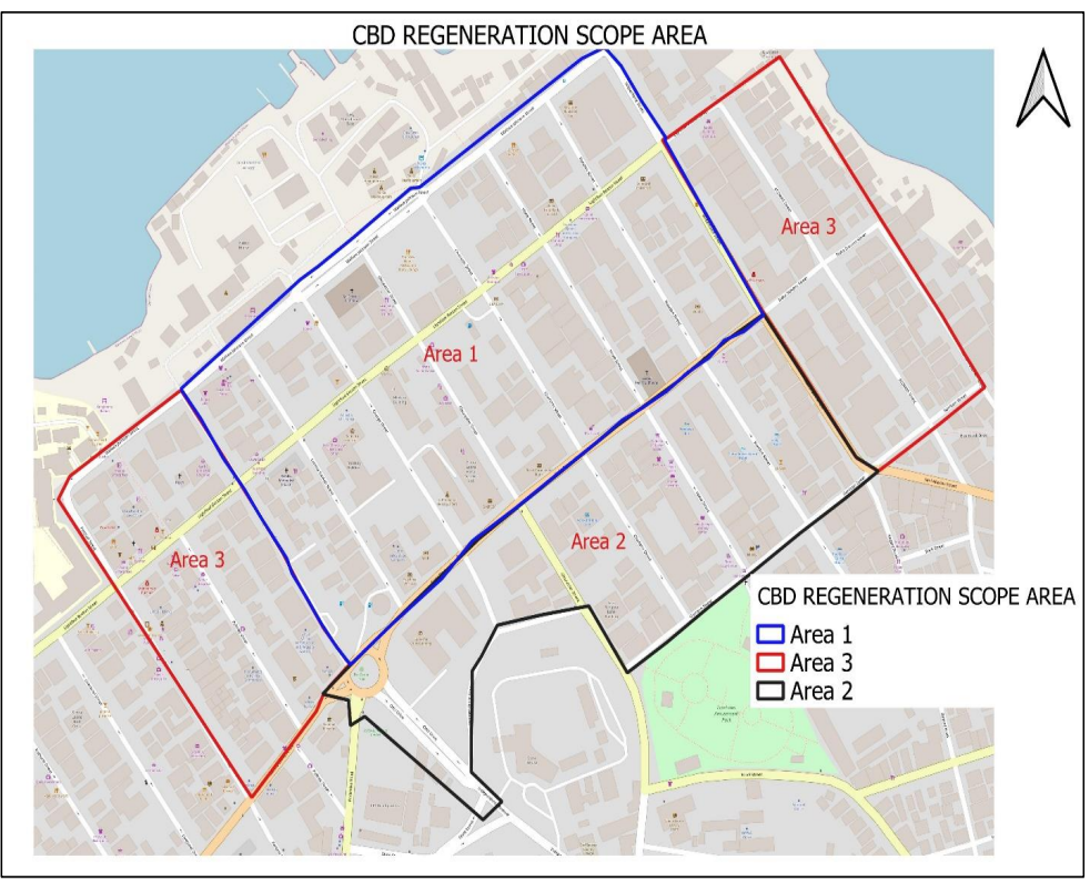
At least 2 (two) relevant references who may be contacted on a confidential basis to verify satisfactory execution of contracts must be supplied. These references may not be GOAL personnel or related to a GOAL contract. Respondents should supply this information for each of the references in the following format:

|  |  |  |
| --- | --- | --- |
| 1 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Provide any other details |  |
| 2 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Provide any other details |  |
| 3 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Provide any other details |  |
| 4 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Provide any other details |  |

**2.5 MethODOLOGY**

Describe a detailed written methodology used to execute one of the contracts listed in 2.3 above.

Note any flexible work hours, actions taken to reduce traffic disruptions, actions taken to reduce disruptions to businesses, people employed and any design and build component for part or whole of the works applied.

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**AREA 1**

Area 1 represents the area of the cbd that will be covered by this project in its 4 year cycle.