

10.11.Apprentice Training Provider - Tender 21/2025

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ATTACHMENTS	1. CONFIDENTIAL - Tender Evaluation 21/2025 Apprentice Training Provider [10.11.1 - 2 pages]
CSP LINK	Outcome 3 – An active community with space for everyone to exercise and enjoy the outdoors O4. Manage our open space and recreational facilities to ensure that they are well maintained and shared

PURPOSE:

The purpose of this report is to provide Council with an analysis of the tender outcomes for Tender (21/2025) for the establishment of a panel of appropriately qualified and experienced organisations to provide Horticultural Apprentices to North Sydney Council.

EXECUTIVE SUMMARY:

- The current Apprentice Training Provider contract has expired, and Council is required to publicly request tenders for providers interested in providing services for Council.
- Council sought tenders from appropriately qualified contractors for the Apprentice Training Provider contract on 22 September 2025.
- Five submissions were received when the tender closed at 3pm 22 October 2025.
- Following assessment against the specified criteria, a shortlist of four contractors has been established, to provide Apprentice Training Services to Council.
- If Council wishes to discuss the report, the meeting should be closed to the public to do so, in accordance with:

(d)(i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and because consideration of the matter would, on balance be contrary to the public interest as publication of all tendered amounts would discourage potential tenderers from submitting commercial information in future and would affect Council's ability to obtain value for money services.

(d)(ii) commercial information of a confidential nature that would, if disclosed confer a commercial advantage on a competitor of the Council and because consideration of the matter in open Council would be, on balance, contrary to the public interest as it would affect Council's ability to obtain value for money services.

RECOMMENDATION:

1. THAT Council accept the four shortlisted tenderers for (Tender 21/2025 Apprentice Training Provider Contract) as noted within the confidential attachment of this report. To form a panel for the provision of Horticultural Apprentices to Council.

2. THAT Council authorise the Chief Executive Officer to take any necessary action to implement the decision including entering into contracts with the acceptance of Tender submission for 21/2025 Apprentice Training Provider Contract.

3. THAT Council authorise the Chief Executive Officer to negotiate a variance in the annual adjustment of the rates within the Apprentice Training Provider Contract (21/2025) in the event of unforeseen circumstances that may arise requiring the adjustment of accepted rates.

4. THAT. Council authorise the Chief Executive Office to enter into extension options in accordance with the contract conditions noted within the in the tender documents for Tender 21/2025 Apprentice Training Provider Contract.

5. THAT Council resolves that the identified attachment to this report is to be treated as confidential in accordance with section 11(3) of the Local Government Act for the following reason under section 10A(2) of the Local Government Act:

(d)(i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and because consideration of the matter would, on balance be contrary to the public interest as publication of all tendered amounts would discourage potential tenderers from submitting commercial information in future and would affect Council's ability to obtain value for money services.

(d)(ii) commercial information of a confidential nature that would, if disclosed confer a commercial advantage on a competitor of the Council and because consideration of the matter in open Council would be, on balance, contrary to the public interest as it would affect Council's ability to obtain value for money services.

It is further noted that the release of this information would, on balance, be contrary to the public interest as publication of all tendered documents would discourage potential tenderers from submitting commercial information in future and would affect Council's ability to obtain value for money services.

Background

The current contract for the Apprentice Training Provider has expired and so the contract has been tendered in accordance with Council's Procurement Policy.

The contract period is potentially a four-year contract that consisting of one year with the option to extend the contract for three years thereafter.

The purpose of this contract is to establish a panel of appropriately qualified organisations to supply Apprentices to North Sydney Council in the Horticulture Industry for the following disciplines:

- sports turf management;
- parks and gardens; and
- arboriculture.

Report

The methodology adopted to undertake the tender evaluation of Tender 21/2025 was based on selection criteria outlined in the tender documents and in accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005.

Open tenders were called on 22 September 2025 and were received until 3pm Wednesday 22 October 2025 via Tenderlink.

At close of tenders, five tenders were received. Listed in strict alphabetical order, the tenderers were:

Tenderer
Apprenticeship Careers
Australian Training Company
Maxima Training Group
Workpac Pty Ltd
Zeal Futures Pty Ltd

A consistent standard for all tenderers has been used in assessing any request for confidentiality by a tenderer. The scores of the 5 tenderers are presented in the confidential attachment 10.10.1 to this report: Tender Evaluation 21/2025 Apprentice Training Provider.

The following information is treated as confidential in the confidential attachment:

1. Tender evaluation including selection criteria

The tender process has been reviewed and endorsed by Council's Procurement Panel for adherence to the Procurement Policy.

2. Tender evaluation panel results

The final ranking and point scores (out of a total 100) of the tenders are identified in the table in the confidential attachment. The assessment was based on Council's standard

tender evaluation methodology, as outlined in the selection criteria.

3. Funding and costing details

Application for access to documentation should be through lodgement of a GIPA Public Information application form and payment of prescribed fees.

Consultation requirements

No consultation was undertaken to inform the recommendations within this report.

Financial/Resource Implications

Funding for the service has been allocated within the current operational budget of the Public Presentation service area. The creation of panels enables Council to ensure best value for money through an open tender and fixing of prices (subject to CPI increase) for a fixed term.

Legislation

The proposal to create a panel of providers for the supply of Horticultural Apprentices is consistent with s55 of the NSW Local Government Act 1993 and s179 of the NSW Local Government Regulation.