

# Expressions of Interest

## Request for Proposals for Silvicultural Mensuration Services Hancock Forest Management (NZ) Ltd, Central Region

Hancock Forest Management (NZ) Ltd (HFM NZ) is the forest manager for Taumata Plantations Ltd (TPL). HFM NZ is seeking expressions of interest from suitable suppliers to submit proposals for TPL Central Region's silvicultural mensuration (plotting) services.

The TPL Central Region is based in Tokoroa with the forest estate stretching north to Mamaku, west to Putaruru, east to Rotorua and south to Taumarunui

Primary activities will include

- Quality control for planting, thinning to waste and releasing
- Survival assessments
- Early and pre assessment for thin to waste
- Early rotation measurement
- Trial establishment measurement and maintenance
- Foliar sampling

Interested parties should obtain the full document relating to the work proposals, prior to Friday 24 September through the contact below. Current suppliers will be sent the document directly.

### **Aaron Calvert**

Forestry Manager - Central

Hancock Forest Management (NZ) Ltd.

acalvert@hnrng.com

Braeside Avenue, Tokoroa 3491, New Zealand

PO Box 648, Tokoroa 3444, New Zealand

## REQUEST FOR PROPOSAL (RFP) : AUGUST 2021

### Data Collection Services – Hancock Forest Management (NZ) Ltd: Central Region

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#### Introduction

Taumata Plantations Limited (TPL) with Hancock Forest Management (HFM) as 'Forest Manager' is seeking proposals from suitable suppliers for Data Collection work in TPL Central Region.

Central region forests are centered around Tokoroa and extend as far South as Taumaranui.

The work content majority is in the Kinleith area with a King Country component of approximately 20 percent.

The purpose of this RFP is to:

- Invite interested parties to submit a proposal for the supply of Data Collection services.
  - Provide background information on the nature of the intended work programme.
  - Outline HFM's expectations in relation to the provision of Data Collection services.
  - Provide potential suppliers with a guide as to the primary evaluation criteria that will be applied by HFM in the assessment of a proposal.
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#### Proposal Terms

Suppliers must be available to discuss their Proposal during the evaluation process.

HFM may require a supplier to provide additional information to allow further analysis of their Proposal.

Respondents must submit a Proposal that conforms to the requirements of this Request for Proposal. In addition to a conforming Proposal, respondents may also submit alternative Proposals which meet the same objectives as the RFP, but which may allow the services to be provided in a more economic, cost effective or efficient manner. All claims of increased efficiency must be supported with specific details of how this will be achieved.

The supplier's Proposal must stipulate the period of validity from the required date of submission.

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HFM reserves the right and may in its absolute and sole discretion:

- (a) Reject any or all Proposals, including the best-priced Proposal;
- (b) Accept or reject any Proposal at any time prior to 5th November 2021;
- (c) Waive any irregularities or informalities in the RFP procedure;
- (d) Accept or reject non-conforming Proposals and accept or reject alternative Proposals which meet the same basic objectives as the RFP but which allow the services to be provided in a more economic, cost effective or efficient manner;
- (e) Suspend or cancel the RFP process by notice;
- (f) Not give any reason for any rejection or acceptance of a Proposal, or any suspension or cancellation of the RFP process;
- (g) Short list Proposals and reject unsuccessful Proposals prior to the final date for acceptance of Proposals;
- (h) By notice to you to amend the RFP and any terms and conditions of the RFP;
- (i) Where HFM requests a query or question of a general nature from any respondent it shall provide a written response to their question to all respondents and such document will be called a "Notice to Respondents";
- (j) Liaise, deal, negotiate, and/or conclude a formal agreement with any one or more person whether or not a proponent in this RFP process."

HFM does not warrant or guarantee the accuracy of any of the information contained in this RFP and under no circumstances shall HFM be liable to you, whether in contract, tort or otherwise in respect of any direct, indirect or consequential losses arising out of the information contained in this RFP and the RFP process itself.

All information made available to you by HFM during the course of this RFP ("the Confidential Information") shall be kept strictly confidential and you will not disclose, distribute or permit to be communicated orally or in writing, directly or indirectly, the Confidential Information to any third party at any time, except another proponent to this RFP, and except to the extent that disclosure is permitted in writing by HFM. You will use the Confidential Information solely for the purpose of preparing a response to this RFP and not for any other purpose.

All costs relating to this RFP and incurred by you are to your account and payable by you.

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**Contract Term**

- 1 December 2021 - 30 November 2022

A right of renewal for a further two years will be provided if agreeable to both parties.

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**Indicative timing and scope**

- 900 quality control planting plots @ 1 per 3 hectares (ha) Late April-September
  - 250 quality control spot spray plots @ 1 per 3 ha December-January
  - 700 Survival assessment plots @ 1 per 4 ha March
  - 1100 quality control TTW plots @ 1 per 2 ha September-May
  - 730 pre-assess TTW plots @ 1 per 3 ha.
  - 1150 Early assessment plots 1 per ha small stands 1 per 2 ha up to 25 max. May-June.
  - Foliar sampling P.Rad 50 stands @ 4 plots each February-March
  - Foliar sampling PSMEN 3 stands @ 5 plots each June
  - 650 Survival assessment plots @ 1 per 4 ha April
  - Regen release QC as required
  - PSP growth and yield 5 plots to establish 150 to re-measure and maintain
  - PSP in trials 80 re-measure and 20 to establish
  - Trial work establish and maintain approximately 30 man day's
  - An early inventory is in done on every odd numbered plot in the TTW QC
  - Wagner waste assessment in cutover may happen now and again
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**General**Established Stocking

- 800 spha P rad

Post TTW Stocking

- 450 spha P rad.
- 650 spha D fir

All plots are circular except PA TTW .04 ha transect, survival assessment and regen release QC .06 ha transect and QC spot spray a 20 tree transect.

Plot sizes are planting QC 0.06 ha, TTW QC 0.05 ha P rad & 0.04 ha D fir, Early 0.02 ha and Foliar 30m radius sampling 5 trees.

Stand areas vary but would typically be 20-40 ha.

All work is to be performed to prescribed requirements and HFMNZ Best Management Practice (BMP) see attached document.

Most stands able to be accessed by vehicle and access can be upgraded.

Prescriptions, maps and GPS plot locations of the intended work areas provided to the supplier as work progresses. Mark up of available work is emailed to supplier.

Most work collected on data loggers using plot safe format.

Records of work returned electronically to HFM on completion, regularly.

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**Special considerations**

All suppliers to HFM are required to have a comprehensive H&S policy and will be required to pass a pre engagement audit and regular follow up audits

HFM operate a D&A free policy with compulsory testing

HFM are progressing a paperless system with prescriptions, maps, data etc. all being managed electronically. Help will be provided if required.

Preference will be given to Tokoroa based suppliers

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**Pricing of Product/Service**

Respondents are required to submit the following information in order to provide a conforming Proposal (see Appendix 1):

- All prices submitted are to exclude GST and be in NZ dollars.
  - Suppliers must submit prices independent of any other supplier.
  - All costs to allow for a minimum payment to workers of the current living wage.
  - Excess travel rate for work beyond the Tokoroa area. Note that actual payment amounts will be calculated based on the HFM travel model.
  - Plot rates for each plot type.
  - Man/day cost is to be submitted as \$/Man day and is to include all associated costs.
  - Possibility of thinning in trials. This task can be done by other suppliers but if have chainsaw capability also submit a chainsaw Man/day cost.
  - Qualifications and experience information are required for managers and crew
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**Proposal return**

Please have the Proposal returned to TPL before 5-00pm on Monday 1 November October 2021, either by

- email to [acalvert@hnrp.com](mailto:acalvert@hnrp.com)
- post to Aaron Calvert, HFM, PO Box 648 Tokoroa.
- hand delivered/couriered to HFM offices at Braeside Avenue, Tokoroa.

Written Proposals are required to be submitted in a sealed envelope with the words **'HFM – Forestry Team Data Collection Proposal'** and the **Respondent's name and address** clearly marked on the outside of the envelope.

- Any queries contact Aaron Calvert 027 467 2370
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## Appendix 1 - Pricing

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**Rate -**            \$/Manday: \_\_\_\_\_

**Rate-**            \$/Manday: chainsaw (if capable) \_\_\_\_\_

**Rate for each plot type:**

Planting QC	0.06 circular
Spot spray QC	20 tree transect
Regen release QC	0.06 transect
TTW QC	0.05 circular
Age 10 Inventory	
PA TTW	0.04 transect
Early assessment	0.02 circular
Foliar sampling P.Rad	5 trees in 30m radius
Foliar sampling PSMEN	5 trees in 30m radius
Survival assessment	0.06 transect
PSP measurement Kinleith	
PSP measurement King Country	

**Rate for excess travel:**

**DATED:** \_\_\_\_\_

Signed: \_\_\_\_\_  
  
(Signature)

Signed: \_\_\_\_\_  
  
(Signature)

Name: \_\_\_\_\_  
  
(Authorised signatory)

Name: \_\_\_\_\_  
  
(Authorised signatory)



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## *Appendix 2 – Crew Manager Experience & Qualifications*

(add sheets for additional managers or as required):



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## *Appendix 3 – Crew Experience and Qualifications*

Crew - Relevant experience and qualifications (add sheets as required):





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## *Appendix 4 – Additional Information*