



**The University of Newcastle's  
Commercial Services**

# Capital Works Supplier Qualification

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**Guidelines  
Conditions  
Application Form**

**Commercial Services  
The Chancellery/University of Newcastle  
University Drive, Callaghan NSW 2308**

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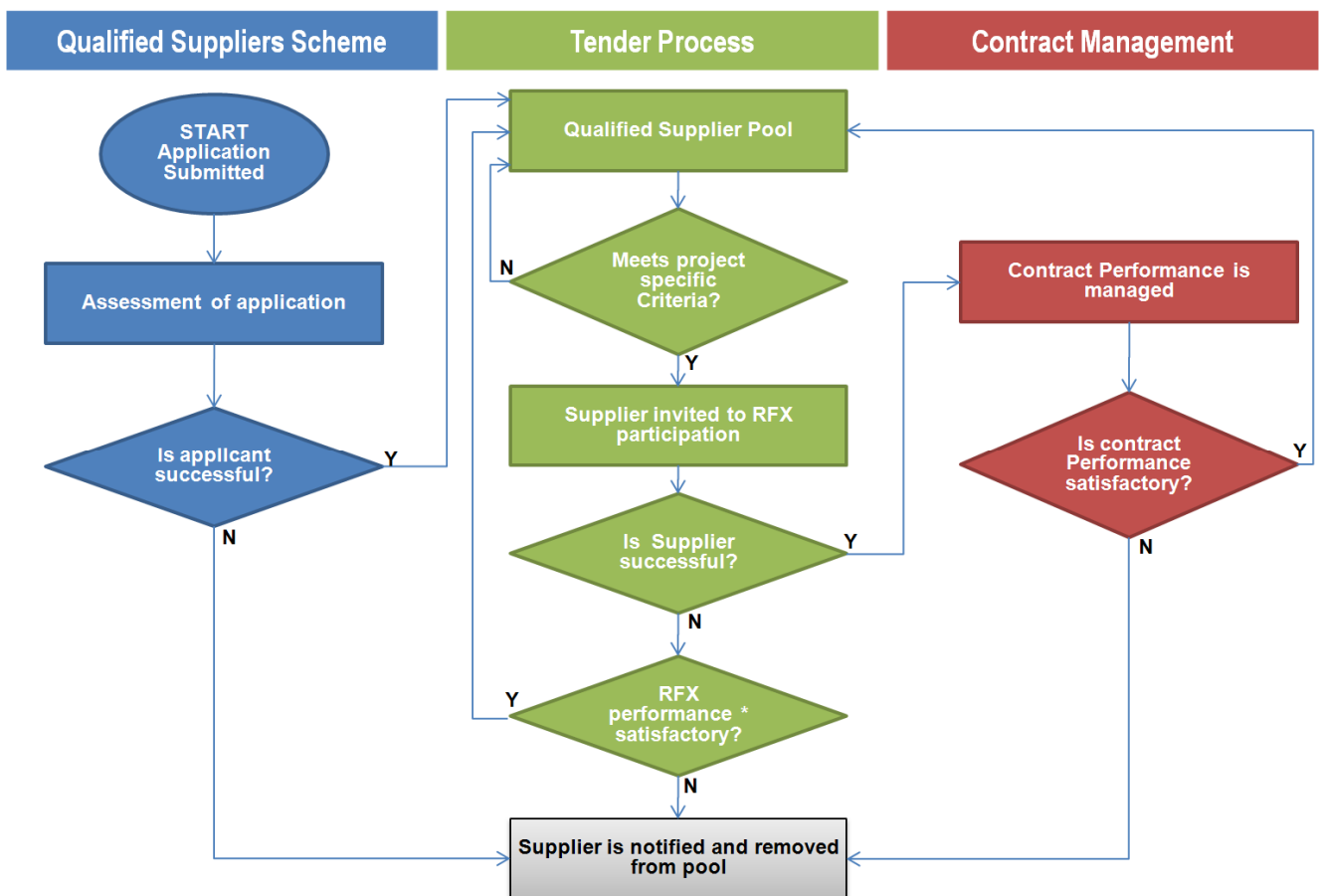
# 1. Introduction

Suppliers wishing to supply services to the University of Newcastle (UoN) must first be qualified. Once qualified, suppliers are subject to on-going review by the UoN to ensure that the information submitted in their application remains valid and that they have performed satisfactorily when awarded contracts. The purpose of the qualification scheme is to reduce the effort of the Industry and individual suppliers at the time of quote or tender, and to minimize risks to UoN. The scheme aims to facilitate the engagement of qualified suppliers for the delivery of the UoN Capital Works program.

Suppliers will be required to comply fully with all Tendering Terms and conditions.

## 2. Qualification Process

Qualification is available for all categories of supply of products and services at the UoN's discretion. The below diagram represents the indicative qualification process.



\*The UoN will review the ongoing RFX performance of suppliers. Where suppliers consistently fail to demonstrate value for money in their submission suppliers may be removed from the Qualified Supplier Pool.

## 3. Application for qualification

Suppliers are invited to apply for qualification by completing and submitting an application form with relevant supporting information.

The information should be clearly labelled and be of sufficient detail to enable an assessment to be undertaken. Suppliers should be aware that additional information may be requested by the UoN as part of the qualification process.

Applications must be forwarded by e-mail to: [QSCapital@newcastle.edu.au](mailto:QSCapital@newcastle.edu.au)

## 4. Assessment and notification

Applications for qualification will be assessed by a qualification panel consisting of UoN personnel. The UoN may undertake investigations as necessary in order to assess performance (such as Audit Reports and Performance Reports) and interview the supplier to clarify details of the application.

The qualification of a supplier does not extend to a related or subsidiary supplier owned or controlled by the supplier.

## 5. Selection for Tendering

Qualification will not necessarily guarantee inclusion in a tender process. Invitation to tender will be determined by meeting a selection criteria based on experience and capacity relevant to each particular project determined by the UoN.

## 6. Sustaining Qualification

The UoN will assess a supplier through tendering and contract performance. Matters taken into account in the assessment of a Supplier's performance may include:

- Quality and competitiveness of RFX proposals
- Standard of work and performance
- Compliance with agreed pricing
- Additional cost savings or value adding provided by the supplier over the life of the contract
- Quality Management System and quality assurance in contract performance
- Compliance with Occupational Health, Safety and Welfare or Rehabilitation requirements
- Compliance with Equal Opportunity requirements
- Managerial performance (including management and supervision of personnel and sub-contractors, and effective site and industrial relations management)
- Adherence to contract provisions
- Approach to cooperation and partnering with the UoN

**UoN may review a supplier's qualification if it becomes aware of:**

- Unsatisfactory performance of UoN or other contracts;
- Substantial adverse change in a supplier's technical, financial, managerial, or organizational capability;
- A supplier being placed into voluntary administration or involved in a compromise or other arrangement with creditors.

The UoN may, in its absolute discretion, rescind or suspend the qualification. The supplier will be given details of the matters prompting this decision. The UoN may make revisions to the scheme, or seek new applications at any time. Whenever a full revision of the system is carried out, additional information or new applications from currently qualified suppliers will be sought.

## 7. Suppliers to advise UoN

Qualified suppliers are required to immediately advise the Associate Director- Commercial Services, of any significant change to;

- Financial or technical capacity
- Ownership or holding
- Any convictions or prohibition notices under OHS&W or environmental legislation
- Significant changes to the range of products or services offered
- Address, phone, e-mail or facsimile numbers
- Substandard changes to quality accreditation
- Changes to levels of insurance

## 8. Confidentiality

Except as required by law, the UoN will ensure the confidentiality of all information provided by suppliers and will sign an appropriate confidentiality agreement if requested.

## 9. Publication of qualification status

The qualification achieved by a supplier will be disclosed to others on the following web site: [www.newcastle.edu.au](http://www.newcastle.edu.au). A supplier may communicate its UoN qualification status to others, but the supplier must not represent that this qualification has any other meaning except prequalification as a potential supplier to the UoN. No responsibility is accepted for any consequences arising from the use of the qualification scheme other than for UoN contracts.

## 10. Disclaimer

The decision to approve or reject, with or without conditions, any application for qualification or for rescission or suspension of qualification is at the absolute discretion of the UoN. The UoN is not liable for any costs or damage incurred in the exercise of such discretion or the discretion to rescind or suspend any qualification. The Qualification Scheme is developed for the UoN's internal purposes. The UoN does not represent or warrant that any of its qualified suppliers are technically capable or financially sound or have any other characteristics. Any person or company seeking to deal with a supplier who is qualified with the UoN must rely on their own enquiries.

# Qualified Supplier Application

## Capital Works



THE UNIVERSITY OF  
NEWCASTLE  
AUSTRALIA

### Part 1 – General Information

<b>Business Name</b>	E1 Group Pty Ltd ATF E1 Family Trust		
<b>Trading as</b>	E1 Group Pty Ltd		
<b>Date Established</b>	June 2010		
<b>Australian Company Number</b>	<b>ACN</b>	143 985 424	
	<b>ABN</b>	74 697 877 873	
<b>Address of Office</b> <i>Responsible for tenders</i>	Unit 5, 5-7 Pacific Hwy Gateshead NSW 2290		
<b>Postal Address</b> <i>Responsible for tenders</i>	PO Box 125 Belmont NSW 2280		
<b>Contact Person Name</b>	Mitchell Evans		
<b>Position In Company</b>	Managing Director		
<b>Email Address</b>	<a href="mailto:mitch@e1group.com.au">mitch@e1group.com.au</a>		
<b>Telephone</b>	02 4023 83 51		
<b>Mobile</b>	0421 847 117		
<b>Business Type (Please tick)</b>	<input type="checkbox"/> Sole Trader	<input type="checkbox"/> Partnership	<input checked="" type="checkbox"/> Limited Liability
	<input type="checkbox"/> Public Organisation	<input type="checkbox"/> Other – Please Specify:	
<b>Consultancy</b>	<input type="checkbox"/> Architectural	<input type="checkbox"/> Civil/Structural Engineering	
	<input type="checkbox"/> Quantity Surveyor	<input type="checkbox"/> Construction Project Management	
	<input type="checkbox"/> Geotechnical	<input type="checkbox"/> Other – Please Specify:	
<b>Building Engineering Services</b>	<input type="checkbox"/> Electrical/Lighting	<input type="checkbox"/> Mechanical	
	<input type="checkbox"/> Communications / IT	<input type="checkbox"/> Security	
	<input type="checkbox"/> Hydraulic	<input type="checkbox"/> Fire	
	<input type="checkbox"/> Other – Please Specify:		
<b>Capital Works Building (Construction)</b>	<input checked="" type="checkbox"/> Construction (New Build)	<input checked="" type="checkbox"/> Construction (Refurbishment Works)	
<b>Project Value Range (Please tick)</b>	<input type="checkbox"/> less than \$100,000	<input type="checkbox"/> less than \$500,000	<input type="checkbox"/> less than \$1 Million
	<input type="checkbox"/> less than \$5 Million	<input type="checkbox"/> less than \$10 Million	<input type="checkbox"/> greater than \$10 Million
	<input checked="" type="checkbox"/> Other – less than \$1.5 Million		

## Part 2 – Organisation Resources

### Briefly describe your company capability (Max 200 words)

E1 Group is an innovative high quality construction and fitout company. Our divisions include Commercial Construction, Shop & Office Fitting, Residential and Industrial. E1 Group offers complete Design & Construct solutions for all projects.

Our company is capable of undertaking projects ranging from minor refurbishments to major architectural construction. We are also experienced in Demolition, Asbestos & Hazardous Substance removal and remediation projects.

E1 Group’s successful fitout experience demonstrates our ability to deliver high quality projects in limited and restricted time frames. We are highly experienced in undertaking construction and fitout projects in occupied areas which ensures minimal disruption and impact to the public and building occupants.

Our team is experienced in all aspects of Commercial, Industrial and Residential Construction. E1 Group’s extensive hospitality experience ensures our intricate knowledge of Food Code requirements and compliant construction techniques.

At E1 we have developed relationships with key local trades and suppliers to ensure we remain competitive without compromising on quality. While price is important, we ultimately select our Sub-Contractors based on attention to detail, innovation, craftsmanship and project commitment.

E1 Group implement “Smart Building” initiatives throughout all stages of each project which add value, expediate construction time and often reduce construction costs.

### OFFICE LOCATIONS

Please provide a list of locations at which the organisation currently has staffed offices (Australia only)

Office Location	Street Address, Phone and Fax Numbers
Gateshead	Unit 5, 5-7 Pacific Highway Gateshead NSW 2290

The University’s main campuses are located in Callaghan (Newcastle) and Ourimbah (Central Coast) in NSW. There are also regional locations that require servicing under University supply of goods & services. Identify your branch locations responsible for these areas.

UoN Location	Branch Suburb	Address	# of Staff	Head Office Suburb
Callaghan, NSW	Gateshead	Unit 5, 5-7 Pacific Hwy Gateshead NSW 2290	2-5	Gateshead
Ourimbah, NSW	Gateshead	Unit 5, 5-7 Pacific Hwy Gateshead NSW 2290	2-5	Gateshead
Sydney, NSW				
Port Macquarie, NSW				
Orange, NSW				
Tamworth, NSW				

Identify Directors & Senior Managers who would be managing UoN Account						
Role	Name	Location	Yrs Industry Experience	Yrs With Company	Qualifications	CV Available (Y/N)
1. Managing Director & Project Manager	Mitchell Evans	Gateshead Office	10	2 Years	Bachelor of Construction Management (Building) Qualified Supervisor Certificate - Builder Licence No 60368S Certificate IV - OH&S Risk Management for Supervisors and Managers Certificate II - Information Technology Senior First Aid	Y
2. Senior Site Manager	Tony Clegg	Site based and Gateshead Office	15	1 Year	Qualified Carpenter / Joiner OH&S Qualified Supervisor Certificate	Y

**Part 3 – Supplier Experience & Performance**

Please provide a list of recent engagements undertaken (within 5 years) in each of the Project Types as applicable. Only list projects completed by Offices listed in Part 2. In the last row please indicate if the National Code of Practice for the Construction Industry was applied to the nominated project.

Please only complete those sections relevant to the supplier type

If indicating expertise in multiple supplier types please specify what role(s) was performed in each engagement

Education Facilities	Engagement 1
Name Of Engagement	Chaplaincy Relocation Project
Short description of work completed	New Offices, Meeting Rooms, Reception Area, Staff Room, Student Space and Kitchen. Demolition strip-out of nominated existing fixtures, finishes, walls and joinery. Installation of new plasterboard and glazed partition walls, structural works associated with the installation of a new door way opening. Reinstatement of ceilings. Supply and installation of new doors and frames, joinery, floor coverings, painting and electrical, data, fire, security and mechanical services. Hazardous Substances present in ceiling space.
Were premises/area occupied during this engagement? (for Capital Works Construction only)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide details: Occupation of this building was managed through the use of hoardings to provide maximum access and egress for staff and personnel to the surrounding areas. Hoardings provided a distinct and functional safety barrier which also offered reduced disruption to staff. Good communication with the affected staff also assisted with project running smoothly. Noisy and dusty works were completed outside normal operation hours to ensure there was no impact on the users of the building.



Client	University of Newcastle
Project Value	\$119,606.85
Engagement Value	\$119,606.85
Start Date	8 November 2010
End Date	11 December 2010
National Code of Practice Applied? Y/N	N
Education Facilities	Engagement 2
Name Of Engagement	Nursing & Midwifery
Short description of work completed	New Offices, Reception Area, Copy Room, Student Space and Kitchen. Demolition strip-out of nominated existing fixtures, finishes, walls and joinery. Installation of new plasterboard ceilings, walls and glazed partition walls. New doors and frames, joinery, tiling, floor coverings, electrical, data, and fire services and painting. Hazardous Substances present in ceiling space.
Were premises/area occupied during this engagement? (for Capital Works Building only)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide details: Occupation of this building was managed by the installation of hoardings that were relocated through the stages of the project to enable maximum access and egress for staff and personnel to the surrounding areas. Hoardings provided a distinct and functional safety barrier which also offered reduced disruption to staff. Noisy and dusty works were completed during times of low building occupation. A high level of communication with the affected staff also assisted with project running smoothly.
Client	University of Newcastle
Project Value	\$106,055.00
Engagement Value	\$106,055.00
Start Date	12 September 2011
End Date	18 October 2011
National Code of Practice Applied? Y/N	N
Education Facilities	Engagement 3
Name Of Engagement	Shortland Union Student Spaces
Short description of work completed	Survival station and Contact Shop fitout including demolition strip-out of nominated existing fixtures, finishes, walls and joinery. Installation of new curved plasterboard wall/bulkhead, colour back glass, curved joinery kitchen, sho fitout joiner including shop fittings, painting, electrical, data, hydraulic, fire and security services.
Were premises/area occupied during this engagement? (for Capital Works Construction only)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide details: Occupation of this building was managed with the use of hoardings providing a safety barrier and ensuring maximum access and egress for staff and personnel to the surrounding areas. Continual communication with the affected building users also assisted with project running smoothly. Noisy and dusty works were completed outside normal operation hours to ensure there was no impact on the building occupants.
Client	University of Newcastle
Project Value	\$56,720.00
Engagement Value	\$56,720.00
Start Date	1 February 2012
End Date	20 February 2012
National Code of Practice Applied? Y/N	N

General Purpose (Office Building)	Engagement 1
Name Of Engagement	Aviation Annex
Short description of work completed	Industrial Building. Demolition strip-out of asbestos wall linings, cladding and

	<p>insulation. Demolition and removal of external roof and walls, equipment, fixtures, finishes and internal brickwork and framed partition walls.</p> <p>New external wall framing, wall cladding and roofing. Painting of structural steel using bridge paint.</p> <p>New commercial windows, sun fins, doors and frames.</p> <p>Demolish existing driveway. Form, reo, pour new concrete entry ramp including lined and cladged cantilevered galvanised structural steel awning. Tactiles, stainless handrails and tiling. Form, reo and pour new exposed aggregate driveway/footpath.</p>
Were premises/area occupied during this engagement? (for Capital Works Building only)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide details: The surrounding areas and building were occupied. A site fence was erected around the perimeter of the site with safety signage. Air monitoring was conducted throughout the asbestos removal works.
Client	University of Newcastle
Project Value	\$242,972.40
Engagement Value	\$242,972.40
Start Date	3 December 2010
End Date	9 April 2011
National Code of Practice Applied? Y/N	N

<b>Health / Scientific</b>	<b>Engagement 1</b>
Name Of Engagement	Strength Republic
Short description of work completed	Complete Design and Construct fitout of 2000m2 elite health and training facility with sports nutrition shop and indoor sprint track. Works include new amenities, ceilings, walls and glazed partitions and shop front. New doors and frames, fencing, signage, joinery, tiling, floor coverings, electrical, data, and fire services and painting.
Were premises/area occupied during this engagement? (for Capital Works Building only)	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, provide details:
Client	Strength Republic Pty Ltd
Project Value	\$800,000.00
Engagement Value	\$380,000.00
Start Date	Procurement Commenced July 2011
End Date	Under Construction
National Code of Practice Applied? Y/N	N

<b>Interior Fit Out/Refurbishment</b>	<b>Engagement 1</b>
Name Of Engagement	Bar On The Hill – University of Newcastle
Short description of work completed	Demolition strip-out of existing fixtures, finishes, walls, flooring, stairs and joinery. Architectural joinery to bar facade and bulkhead. Acoustic joinery panels. Stone bar tops. Stainless steel work. Installation of plasterboard bulkheads and ceilings, rendered hebel and brick walls, mosaic tiles, acrylic, vinyl floors, painting, doors, frames and services. Spray paint out existing ceiling black. Architectural feature lighting. Sand, stain and polish timber floors throughout.
Were premises/area occupied during this engagement? (for Capital Works Building only)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide details: Administrative staff occupied the area. Site safety signage was erected and temporary barriers where possible to ensure
Client	UoN Services
Project Value	\$240,820.80
Engagement Value	\$240,820.80

Start Date	6 January 2012
End Date	23 January 2012
National Code of Practice Applied? Y/N	N
<b>Interior Fit Out/Refurbishment</b>	<b>Engagement 2</b>
Name Of Engagement	Wild Surf Co
Short description of work completed	Complete interior fitout including 2 pac black gloss joinery, OSB and laminated joinery, LED illuminated and 2 pac gloss signage, frameless shop front glazing including frameless glazed secondary egress door, concealed sliding shop front closure, reclaimed timber shop front cladding, joinery partitions, open block wall, plasterboard and mdf walls, ceilings, bulkheads, racking, painting including the use of bridge paint, floating timber, tile and vinyl floors, electrical, data, fire and mechanical services.
Were premises/area occupied during this engagement? (for Capital Works Building only)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide details: Works were completed inside an operating Shopping Centre. Hoardings and site signage was erected. Nosing and dusty works, material and equipment deliveries were undertaken outside centre trading hours.
Client	Wild Surf Co Pty Ltd
Project Value	\$151,440.00
Engagement Value	\$151,440.00
Start Date	29 August 2011
End Date	30 September 2011
National Code of Practice Applied? Y/N	N
<b>Interior Fit Out/Refurbishment</b>	<b>Engagement 3</b>
Name Of Engagement	Bar Petite
Short description of work completed	Complete interior bar and kitchen fitout including timber bar, timber joinery, timber wall panelling, granite bar tops, hand constructed timber batten ceiling feature panels with acoustic insulation, custom solid timber entry doors, polished grey Ironbark timber flooring, tiling, kitchen equipment, stainless benches and sinks, cool room and refrigeration equipment, mechanical services including kitchen exhaust hood, ceilings, bulkheads, painting electrical, audio, security, data and fire services.
Were premises/area occupied during this engagement? (for Capital Works Building only)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide details: The hotel adjacent and above the Bar was occupied. This was managed through work being conducted during the approved working hours. Selective installation processes were used to minimise noise where possible. Site safety signage was erected.
Client	Bar Petite Pty Ltd
Project Value	\$250,083.00
Engagement Value	\$250,083.00
Start Date	16 September 2010
End Date	25 October 2010
National Code of Practice Applied? Y/N	N
<b>Civil / Infrastructure Works</b>	<b>Engagement 1</b>
Name Of Engagement	Maths Access Upgrade
Short description of work completed	Upgrade of four sets of stairs in the Maths Department to address non-compliant safety issues. Works included the manufacture, supply and installation of complaint handrails and the supply and installation of tactiles and stair nosing's.
Were premises/area occupied during this engagement? (for Capital Works Building only)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide details: The surrounding buildings were occupied. Temporary barriers were erected in each work zone. One set of stairs was worked on at a

	time to minimise any impact on access around the area. Nosing works were completed outside occupied times.
Client	University of Newcastle
Project Value	\$24,727.47
Engagement Value	\$24,727.47
Start Date	1 June 2011
End Date	24 June 2011
National Code of Practice Applied? Y/N	N
<b>Civil / Infrastructure Works</b>	<b>Engagement 2</b>
Name Of Engagement	Shortland Building Outdoor Area
Short description of work completed	Demolition and removal of existing infrastructure. Excavate, form, reo, pour concrete footings, stairs, ramp and exposed aggregate pathways. Construct timber framed 'Modwood' deck area with stainless and aluminium handrails.
Were premises/area occupied during this engagement? (for Capital Works Building only)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide details: The new outdoor area provided direct access for two UoN tenancies. Works were coordinated around busy periods to maintain maximum access. Works were completed outside operation times where possible.
Client	The University of Newcastle
Project Value	\$37,752.00
Engagement Value	\$37,752.00
Start Date	6 August 2010
End Date	30 September 2010
National Code of Practice Applied? Y/N	N

<b>Residential/Accommodation</b>	<b>Engagement 1</b>
Name Of Engagement	Harrison Residence
Short description of work completed	Design and Construction of Split Level Two Storey Custom Architectural Home
Were premises/area occupied during this engagement? (for Capital Works Building only)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, provide details:
Client	M Harrison
Project Value	\$350,947
Engagement Value	\$350,947
Start Date	15 November 2011
End Date	Under Construction
National Code of Practice Applied? Y/N	N

## National Code of Practice

For further information on the National Code of Practice suppliers should refer to the following:

[www.deewr.gov.au/WorkplaceRelations/Policies/BuildingandConstruction/Pages/default.aspx](http://www.deewr.gov.au/WorkplaceRelations/Policies/BuildingandConstruction/Pages/default.aspx)

## Part 4 – Insurances

Suppliers to provide insurance details. A full copy of each policy must be provided if requested by the University.

Insurance Type	Requirements	Policy No.	Expiry Date	Cover Value
Public and Product Liability	Minimum \$20 million unlimited in aggregate	132N004161 CAR	9/08/12	\$20M
Workers Compensation	As required under Statutory Obligations	WC4871961 57	10/08/12	\$70000
Professional Indemnity (Where required by Project Risk)			/ /	\$

## Part 5 – Quality Management System

A satisfactory response to this section is required before an application will be considered

Please list 3rd party certification of Quality Management System.

Does your firm operate a Quality Management System?

Yes  No

If answering 'Yes' to the above question, please provide further details below

Please list 3rd party certification of Quality Management System

Name of Certification	Year Obtained	Expiry	
If your company is not 3rd party certified to AS/ANZ ISO 9001:2008, indicate if the following have been obtained, and by what means:	Yes / No	External Training or Qualification	Internal Process
Awareness of pertinent standards and codes of practice.			Yes
Commitment to continuous improvement of Quality Management System performance.			Yes
Procedures for monitoring the supplier Quality Management System performance and for investigation and corrective action in the event of any non-conformance, including for subcontractors.			Yes

## Part 6 – Occupational Health Safety & Welfare System (OHS & W)

A satisfactory response to this section is required before an application will be considered

Please list 3rd party certification of OHS&W System.

Does your firm operate an OHS & W System?

Yes  No

If answering 'Yes' to the above question, please provide further details below

Name of Certification	Year Obtained	Expiry	
If your company is not 3rd party certified indicate if the following have been obtained, and by what means:	Yes / No	External Training or Qualification	Internal Process
Documented OHS&W Policy & System.			Yes
Awareness of pertinent standards and codes of practice.			Yes
Commitment to continuous improvement of OHS&W performance.			Yes
Procedures for monitoring OHS&W performance and for investigation and corrective action in the event of an environmental non-conformance, including for subcontractors.			Yes
Any reportable incidents or infringement notices under the OHS&W Act has been issued in the last 2 years, and evidence that corrective action has been implemented.			
Nil			

## Part 7 – Systems & Software, Accreditations, & Professional Memberships

The UoN seeks information relating to systems and software (internal or industry standard) utilised by the Supplier and a list of systems accreditations and professional memberships held by the Supplier.

### Systems & Software

Programming – Microsoft Project  
Estimating – Buildsoft with BTOS Take Off System  
MYOB – Accounting & Project Management

### Accreditations

Accredited Professional member of ASOFIA (Australian Office and Shop Fitting Association)

### Professional Memberships

ASOFIA (Australian Office and Shop Fitting Association)  
HIA (Housing Industry Australia)

## Part 8 – Equal Opportunities

Does your organisation have a documented equal opportunities policy, to avoid discrimination?

Yes  No

## Part 9 – Environmental Management Systems

Does your organisation use Environmentally Sustainable practices and/or Design methodology?  Yes  No

Please briefly provide details of your firms Environmentally Sustainable practices and/or Sustainable Design methodology below (maximum 200 words):

Brief Description: E1 Group is committed to Environmental Sustainable Development. We see Sustainable Construction as being crucial to the preservation of our planet. Environmental Sustainable outcomes require commitment from project inception to handover. We continue to develop our knowledge and expertise in new and innovative Environmentally Sustainable products and systems. E1 utilise low impact, energy efficient, quality and durable materials and equipment. E1 Group continually strives to have greener sites and reduce energy consumption. Through all construction projects we reclaim, reuse and recycle building components.

At E1 we implement Environmental Sustainable practices in demolition strip outs, refurbishments, new buildings and interior fitouts. With our “Smart Building” practices we assist our clients and design teams with selecting materials and detailing construction techniques that will ensure Environmental Sustainability. Such processes introduce recyclable materials, relocatable systems and minimise the generation of waste and subsequent environmental impact. We endeavour to incorporate recycled and reclaimed building materials into all of our Design & Construct projects.

E1 Group’s dedication to being environmentally responsible ensures our contribution to a greener community and a greener planet.

### Environmental Management Certification

We have ISO 14001 certification	Date received (dd/mm/yyyy)	Inspecting Agency	Registration Number
We plan to get ISO 14001 certification within one (1) year	Date inspection is scheduled (dd/mm/yyyy)		
	10/12/2012		

### Environmental Management Processes

Category	Evaluation Standard	Evaluation
Corporate Philosophy/Policies	1) We have a corporate philosophy regarding environmental conservation	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	2) We have established an environmental policy, and pledge both to continually strive for improvement and to prevent pollution	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	3) We pledge to respect all applicable laws and regulations in our environmental policy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	4) We will ensure that all our employees comply with our environment policy and will do all we can to enable third parties to establish environmental policies as well.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Planning	5) We have established environmental conservation targets and objectives	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	6) We have a plan for achieving our environmental conservation targets and objectives	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Organisation	7) We have clearly established individual and organisational roles for meeting our targets	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Evaluation System	8) We control and evaluate the following and strive for improvement,	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	i) Air pollution	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	ii) Water pollution	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	iii) Noise and vibrations	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	9) We do not use substances whose use is forbidden by law	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	10) We have reduced our use and disposal of voluntarily regulated substances	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	11) We control our use and disposal of voluntarily regulated substances	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	12) We dispose of waste properly	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	13) We conserve energy (electricity, natural gas, fuel, etc)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	14) The relevant regulatory authorities have not issued us any warnings or	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No



	subjected us to any penalties in the past three (3) years	
	15) We have a product assessment system (for evaluation of our products' compatibility with the environment	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Disclosure of Information	16) We publish or provide information on our environment conservation policies	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

### Part 10 – Design and Construct Capability (where applicable)

Does your organisation have a Design and Construct capability?  Yes  No

Please briefly provide details of your firms Design and Construct capability below (maximum 200 words):

E1 Group offers complete Design & Construct solutions for all projects. We are associated with a number of our region's leading Architecture, Engineering and Design Firms. At E1 Group, involvement is maintained through each stage of the design process for all Design & Construct projects. As the project progresses we work closely with the design team to ensure the design intent is achieved to the highest standard and without delay. By being intricately involved with the build design, we implement "Smart Building" initiatives adding value, expediting construction time and reducing construction costs.

### Part 11 – Sign Off

Suppliers are required to sign and return the Qualified Supplier Application. The signature must have appropriate authority within their organisation and can attest that information supplied is accurate. A digitally signed document or image of the signature will suffice.

Signature	
Print Name	Mitchell Evans
Role	Managing Director
Date	27/2/12