

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** Wednesday, 1 May 2019 3:10 PM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: RFQ contract. [SEC=UNOFFICIAL]  
**Attachments:** Signed Contract.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi [REDACTED]

Attached for your record is a signed contract for the [REDACTED] project.

Please include the purchase order number 451 31873 on all invoices.

Thanks [REDACTED]

Regards,

[REDACTED]

**From:** [REDACTED]  
**Sent:** Wednesday, 1 May 2019 11:41 AM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: RFQ contract. [SEC=UNOFFICIAL]

Hi [REDACTED]

Attached is a scanned copy of the contract executed by Council. I couldn't see a signing in counterpart clause so can you forward me a copy of your signed version for our records.  
Let me know if you require anything else

Cheers  
[REDACTED]

**IMPORTANT NOTICE REGARDING CONTENT**

The views expressed in this e-mail are not necessarily those of the Norfolk Island Regional Council unless otherwise stated. The Norfolk Island Regional Council does not warrant that this message is free from viruses or any other defect or error.

**IMPORTANT NOTICE REGARDING CONFIDENTIALITY**

This electronic message is intended only for the addressee and may contain confidential information. If you are not the addressee, any transmission, distribution or photocopying of this e-mail is strictly prohibited. The confidentiality attached to this e-mail is not waived, lost or destroyed by reasons of a mistaken delivery to you. The information contained in this e-mail transmission may also be subject to Freedom of Information legislation. If you have received this e-mail in error, please contact the author of the message, as soon as practicable.

Please consider the environment before printing.

**From** [REDACTED]  
**Sent:** Monday, 29 April 2019 12:27 PM

**Subject:** RE: RFQ contract. [SEC=UNOFFICIAL]

Hi [REDACTED]

1. I can confirm that [REDACTED] just needs to list the names of the sub-contractors at C.A.6.
2. To cover the perceived conflict declaration – ask [REDACTED] to send through a short email which states the following:

*The supplier has declared a perceived conflict of interest relating to the utilisation of a sub - contractor whom is related. The sub -contractor has been selected on merit due to the specialised skill set require to undertake the work within the scope of the contract.*

Extract below from the terms and conditions of the contract.

**C.C.3 Conflict of Interest:**

The Supplier has either declared any real or perceived conflicts of interest that might arise; or states that no conflicts of interest exist, or are anticipated, relevant to the performance of its obligations under the Contract.

If any conflict or potential conflict arises during the Contract Term, the Supplier will immediately notify the Customer and comply with any reasonable Notice given to the Supplier by the Customer in relation to the conflict. As soon as practicable, any verbal advice must be followed by written confirmation.

Regards,

**From:** [REDACTED]

**Sent:** Wednesday, 24 April 2019 10:17 AM

**Subject:** RE: RFQ contract. [SEC=UNOFFICIAL]

Hi [REDACTED]

Im assisting [REDACTED] with the contract for the various upgrades at [REDACTED] I have 2 issues in the contract I'm hoping you can clarify

1. [REDACTED] has advised that he will be using sub-contractors on the job. Can you confirm that [REDACTED] just needs to list these at C.A.6 Sub-contractors and that will be sufficient for the purposes of the contract
2. Conflict of Interest C.A.2(h) – There may be a perceived coi as the preferred contractor for the Commonwealth is a relation of [REDACTED] This is not unusual on Norfolk but how should this be declared for the purposes of the contract.

Apart form these issues the contract should be good to go.

Cheers

[REDACTED]



[www.norfolkisland.gov.nf](http://www.norfolkisland.gov.nf)

Integrity | Communication | Accountability | Respect | Excellence

**IMPORTANT NOTICE REGARDING CONTENT**

The views expressed in this e-mail are not necessarily those of the Norfolk Island Regional Council unless otherwise stated. The Norfolk Island Regional Council does not warrant that this message is free from viruses or any other defect or error.

**IMPORTANT NOTICE REGARDING CONFIDENTIALITY**

This electronic message is intended only for the addressee and may contain confidential information. If you are not the addressee, any transmission, distribution or photocopying of this e-mail is strictly prohibited. The confidentiality attached to this e-mail is not waived, lost or destroyed by reasons of a mistaken delivery to you. The information contained in this e-mail transmission may also be subject to Freedom of Information legislation. If you have received this e-mail in error, please contact the author of the message, as soon as practicable.

Please consider the environment before printing.

**From:** [REDACTED]

**Sent:** Wednesday, 17 April 2019 3:48 PM

**To:** [REDACTED]

**Cc:** [REDACTED]

**Subject:** FW: RFQ contract. [SEC=UNOFFICIAL]

Hi [REDACTED]

Contract is attached for your review and signature. Please sign and send back to me and I will arrange a counter sign and copy for your records.

Thanks.



**From:** [Redacted]

**Sent:** Wednesday, 17 April 2019 1:41 PM

**To:** [Redacted]

**Cc:** [Redacted]

**Subject:** RE: RFQ contract. [SEC=UNOFFICIAL]

Hi [Redacted]

The contract will be with you for signing by COB today.

Thanks



**From:** [Redacted]

**Sent:** Wednesday, 17 April 2019 12:27 PM

**To:** [Redacted]

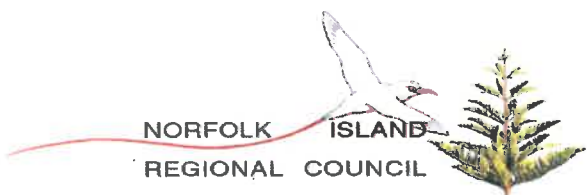
**Cc:** [Redacted]

**Subject:** RFQ contract.

Afternoon [Redacted]

Are you able to give me any updates with the contracts? I'm sure you would understand with the current shipping issues on Norfolk Island, the contractors are keen to get their orders for materials in.

Thanks, [Redacted]



---

**IMPORTANT NOTICE REGARDING CONTENT**

The views expressed in this e-mail are not necessarily those of the Norfolk Island Regional Council unless otherwise stated. The Norfolk Island Regional Council does not warrant that this message is free from viruses or any other defect or error.

**IMPORTANT NOTICE REGARDING CONFIDENTIALITY**

This electronic message is intended only for the addressee and may contain confidential information. If you are not the addressee, any transmission, distribution or photocopying of this e-mail is strictly prohibited. The confidentiality attached to this e-mail is not waived, lost or destroyed by reasons of a mistaken delivery to you. The information contained in this e-mail transmission may also be subject to Freedom of Information legislation. If you have received this e-mail in error, please contact the author of the message, as soon as practicable.

---

Please consider the environment before printing.

---

**Disclaimer**

This message has been issued by the Department of Infrastructure, Regional Development and Cities. The information transmitted is for the use of the intended recipient only and may contain confidential and/or legally privileged material. Any review, re-transmission, disclosure, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited and may result in severe penalties. If you have received this e-mail in error, please notify the Department on (02) 6274-7111 and delete all copies of this transmission together with any attachments.

---

---

**Disclaimer**

This message has been issued by the Department of Infrastructure, Regional Development and Cities. The information transmitted is for the use of the intended recipient only and may contain confidential and/or legally privileged material. Any review, re-transmission, disclosure, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited and may result in severe penalties. If you have received this e-mail in error, please notify the Department on (02) 6274-7111 and delete all copies of this transmission together with any attachments.

---