



Request for tender

Strictly confidential

Tenderer: [Insert Name]

Date completed: [Insert Date]

Click or tap here to enter text.

The contents of this request for tender and all other information and materials provided by or on behalf of MLA are the property of MLA and are confidential to MLA. All materials provided by or on behalf of a tenderer to MLA will become the property of MLA. There is no payment for tender applications.

Version 3 082024

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SECTION 1

1. INTRODUCTION AND INSTRUCTIONS

1.1 MLA

- (a) Meat & Livestock Australia Limited (ABN 39 081 678 364) and its related body corporate Integrity Systems Company Limited (ABN 34 134 745 038) and MLA Donor Company Limited (ABN 49 083 304 867) ("MDC") (together, "MLA") undertake a range of research and development and marketing programs designed to benefit beef, sheepmeat and goatmeat industry participants, from livestock producers to retail service providers. It also provides a number of research and development and marketing services to related industry sectors including meat processors and live animal exporters.

Click or tap here to enter text.

1.2 Invitation

MLA invites interested parties to submit tenders by 17:00 AEST on Friday 28th February 2025 ("**Closing Date**"), to conduct and analysis and communications campaign on best practice management during the first year of life.

1.3 Tenders

Tenders must comply with all requirements specified in this request for tender.

Please submit an electronic/soft copy of the tender. All submissions must be emailed to projectcall@mla.com.au

All questions in Section 2 must be completed by the tenderer.

Section 3 describes MLA's requirements for An analysis of first year of life practices to cattle on productivity and profitability ("**Specification**"). Each tenderer must provide a statement detailing how it would meet MLA's requirements in Section 3. Click or tap here to enter text.

Section 4 contains the terms upon which MLA will enter into an agreement with the successful tenderer. These terms contain minimum legal requirements that must be satisfied before MLA is prepared to enter into an agreement with a supplier and will apply unless the successful tenderer has an existing umbrella agreement with MLA. For the majority of tenders and to the extent permitted by law, MLA's terms are not open to negotiation. The tenderer acknowledges and agrees that submitting a tender to MLA will constitute acceptance of all terms of the agreement in Section 4 by the tenderer. If a tenderer has previously agreed relevant umbrella terms with MLA then those umbrella terms will instead apply.

Section 5 contains a declaration to be completed by the tenderer.

Section 6 and Section 7 should be completed by the tenderer if there are additional corporate governance disclosures required as part of the response to Section 2.

All tenders should contain:

- (a) the answers to the questions and information required in **Section 2**;
- (b) any additional information, reports or documents required in relation to the Specification in **Section 3**;
- (c) a statement detailing how the tenderer will meet MLA's requirements in **Section 3**;
- (d) confirmation that, if successful, the tenderer will enter into an agreement with MLA on the terms set out in **Section 4** or on any previously agreed umbrella terms; and
- (e) the completed declaration in the form set out in **Section 5**.

MLA will treat all tenders in confidence.

1.4 **Ownership of tenders**

The documents which comprise this request for tender and any other material provided by MLA to tenderers, including any intellectual property rights in the same, remain the property of MLA ("**MLA Material**").

MLA grants each tenderer a non-transferable, non-exclusive, royalty-free licence to use the MLA Material for the purposes of this tender process.

Any intellectual property rights that exist in a tenderer's response to this request for tender, other than the intellectual property rights in the MLA Material, will remain with the tenderer or its third party licensors ("**Tenderer IP**").

The tenderer acknowledges and agrees that all material submitted by a tenderer in response to this request for tender will become the property of MLA on receipt by MLA.

The tenderer grants MLA and its employees, agents, contractors and advisers a non-exclusive, irrevocable, royalty-free licence to copy, adapt, modify and create derivative works from the Tenderer IP for the purposes of evaluating the tender.

1.5 **Disclosure**

In providing a tender the tenderer agrees to the disclosure of information in the tender to MLA's employees, agents, contractors and advisers, for the purposes of this tender process, as required by law or otherwise with the tenderer's consent.

Tenderers must clearly identify any information that they consider should be protected as confidential or commercially sensitive information.

1.6 **Questions**

Any questions must be submitted in writing to the email address specified in section 1.3 above. MLA may provide the answers to such questions at its discretion and may share the answers with all tenderers. A tenderer may request that a question be treated as proprietary (where the information disclosed is considered commercially sensitive to the tenderer).

1.7 **Extension of Closing Date**

MLA may extend the Closing Date. Tenderers may request an extension in writing via email to the email address specified in section 1.3 above at least 3 business days prior to the Closing Date and must provide reasons in support of the request.

Any extension of time will be granted to all tenderers, not only the tenderer requesting the extension.

1.8 **Confidentiality**

The contents of this request for tender and all other information and materials provided to a tenderer by or on behalf of MLA relating to this tender, including information provided prior to the release of this document, are confidential to MLA, to the extent such information and materials are not publicly available or in the public domain at the time disclosed.

A tenderer must not use copy, reproduce, distribute or disclose such information or materials (except to the tenderer's employees, agents, contractors and advisers for the sole purpose of enabling the tenderer to submit a tender).

1.9 **Discussion and public statements**

Unless expressly provided in this request for tender, tenderers and their employees, agents, contractors and advisers must not at any time during the tender process approach or discuss with any MLA employees, agents, contractors or advisers (except the MLA Contact) any matter relating to the request for tender or the tender.

Tenderers must not make any public statement about this request for tender without the prior written consent of MLA.

1.10 **Conflict of interest**

A tenderer must not have any actual, potential or perceived conflict of interest between its interests and the interests of MLA in connection with this request for tender. If an

actual, potential or perceived conflict of interest arises, the tenderer must immediately notify MLA in writing and MLA will:

- (a) enter into discussions to seek to resolve such conflict of interest and require the tenderer to take such steps as MLA may reasonably require to resolve or otherwise deal with the conflict;
- (b) exclude the tenderer from further participation in this request for tender and disregard the tender provided by such a tenderer; or
- (c) take any other action it considers appropriate.

1.11 **Budget information**

Budget information specified in tenders must:

- (a) be expressed in Australian dollars;
- (b) be inclusive of all charges, and expenses;
- (c) identify separately the duties and taxes, including goods and services tax (**GST**) component of the price; and
- (d) apply for the duration of the provision of the goods and services contemplated by this request for tender.

[Click or tap here to enter text.](#)

1.12 **Tender validity period**

Each tender must remain open for acceptance by MLA for a period of at least six months from the Closing Date. The tenderer should specify any longer periods for which the offer remains valid.

1.13 **Applicable law**

The laws of New South Wales apply to this request for tender.

1.14 **Privacy**

Each tenderer must ensure that it complies with the *Privacy Act 1988* (Cth) in submitting its tender and, if successful, in entering into an agreement for the provision of goods and services contemplated by this request for tender.

MLA will collect your personal information for the purposes of administering this request for tender, including corresponding with you about this tender and evaluating your tender. If you choose not to provide some or all the required personal information, we may not be able to consider your tender.

MLA may disclose your personal information to:

- (a) our related entities, international offices, and representatives for the purpose of our business only;
- (b) [insert details of any third parties to whom MLA may disclose personal information to, for the purposes of this tender]

[insert the following if MLA may disclose personal information overseas for the purposes of the tender: MLA may disclose your personal information outside Australia [include details, e.g. relevant countries, if practicable].]

Please refer to our privacy policy (<https://www.mla.com.au/general/privacy/>) for further details about how we handle your personal information, how you may access or request correction of your personal information or make an enquiry or complaint about our handling of your personal information.

1.15 **MLA's rights**

MLA reserves the right to:

- (a) reject any tender;
- (b) close the right to submit tenders at any time before the Closing Date, without giving any reason or communicating such closure to any person;
- (c) accept late tenders;
- (d) accept any tenders which do not otherwise comply with the terms of this request for tender;
- (e) accept part tenders;
- (f) withdraw this request for tender or issue a new request for tender;
- (g) vary the terms of this request for tender;
- (h) negotiate directly with any person before or after the Closing Date;
- (i) discuss with each tenderer details of its tender;
- (j) proceed with the project on the basis of a different scope and performance requirements that differ to those set out in this request for tender; and
- (k) vary the tender selection process set out in this request for tender.

In addition to its rights above, MLA may decline to consider or accept any tender from a tenderer who does not satisfy MLA of the tenderer's ability to complete the tender in

accordance with its terms. MLA expects all tenderers to behave in a courteous and professional manner and will not tolerate harassment or bullying from tenderers. MLA may exclude tenderers who exhibit unacceptable behaviour from this tender process.

MLA is not obliged to disclose the nature of any negotiations, amendments, alterations, additions or other changes provided to a tenderer, nor to offer or accept the same or equivalent amendments, alterations or other changes to other tenderers.

1.16 **Tender evaluation**

The successful tenderer will be selected on the basis of the tender that best meets MLA's Specifications, including where relevant:

- (a) the quality of the goods or services;
- (b) fitness for purpose of the proposal
- (c) whether the tenderer has the qualifications, experience and resources needed;
- (d) value for money, considering the whole of life costs (such as initial purchase price, operating costs, licensing costs, costs of additional features and transition out costs);
- (e) technical, commercial, financial, legal and other risks particular to a tender;
- (f) the use of proposed subcontractors;
- (g) preparedness to agree to MLA's standard agreement or previously agreed umbrella terms; and
- (h) any other criteria appropriate to the purpose of the request for tender.

MLA may allocate any weighting to the evaluation criteria at its discretion and is not bound to accept the lowest priced tender or any tender submitted.

In the evaluation of tenders, MLA may:

- (a) have regard to knowledge and previous experience and dealings with a tenderer;
- (b) have regard to information about past and current performance of a tenderer, including under any contract, arrangement or dealing with the tenderer; and
- (c) obtain and rely upon advice from any third party in respect of any legal, technical or financial matter.

MLA may waive compliance with any of the terms of this request for tender and consider and accept any tender which does not conform with these terms.

MLA may require a tenderer to provide such further information as MLA requires in order to consider the tenderer's tender and, if so required, the tenderer must promptly provide such information.

1.17 **Costs**

MLA will not be responsible for any costs or expenses incurred by the tenderer arising in any way from the preparation of tenders, including if the procurement process is terminated or amended by MLA.

1.18 **Binding agreement**

A tender will not be deemed to have been accepted by MLA, nor any agreement arise between a tenderer and MLA, until the successful tenderer and MLA enter into a formal written agreement for the provision of the goods and services contemplated by this request for tender. This request for tender does not form a contract between MLA and the tenderer.

1.19 **Selection process**

MLA will review each tender and may select a short list of tenderers. Any such short listed tenderers may be required to present to MLA or workshop or negotiate their proposal with MLA. A successful tenderer may be selected from such a list.

SECTION 2 – TENDERER INFORMATION

[Tenderer to complete]

1.1 Details of tenderer

Name: [insert name of the company or individual responding to the tender]

Australian Business Number (ABN): [insert]

Address [insert address of the company or individual responding to the tender]

Contact name [insert name of the person who may be contacted for further information]

Telephone number: [insert]

Email address: [insert]

Click or tap here to enter text.

1.2 Click or tap here to enter text.

1.3 Pricing

Tenderers are to provide quotes for all fees, charges and expenses. Prices are to include all work related to the provision of goods and services contemplated by this request for tender and are to be inclusive of GST and other applicable duties and taxes.

1.4 Proposed subcontractors and suppliers

The tenderer must list all proposed subcontractors and suppliers that the tenderer intends to engage in providing goods or services to MLA:

Description of goods or services	Subcontractor or supplier name
[insert]	[insert]
[insert]	[insert]
[insert]	[insert]
[insert]	[insert]

1.5 Insurance

The tenderer must provide details of current insurance policies held by it and each proposed subcontractor and supplier:

Tenderer's Insurance

Insurance type	Policy number	Extent of cover: per incident	Extent of cover: in aggregate	Expiry date
Professional indemnity	[insert]	[insert]	[insert]	[insert]
Public liability	[insert]	[insert]	[insert]	[insert]
Workers' compensation	[insert]	[insert]	[insert]	[insert]

[If subcontractors or suppliers are involved, duplicate the above table and complete for each subcontractor or supplier]

1.6 **Corporate Governance**

Modern slavery:

Please see MLA's Modern Slavery questionnaire at **Section 7** which must be completed by all MLA vendors.

Conflicts of interest:

tenderer confirms that there are no actual, potential or perceived conflict of interest between its interests and the interests of MLA in connection with this request for tender

OR

tenderer has declared any actual, potential or perceived conflict of interest(s) in Section 6

Gifts or hospitality:

tenderer confirms that it has not provided any gifts or hospitality to MLA during the request for tender

OR

tenderer has provided the gifts and hospitality to MLA declared in Section 6

Anti-bribery or corruption:

tenderer confirms that has not been convicted of or subject to formal investigations into any anti-bribery and corruption offences;

OR

tenderer has declared its anti-bribery and corruption offences, convictions or investigations in Schedule 6

1.7

References

The tenderer must provide details (including the relevant contact) of the last 3 agreements entered into for the provision of goods or services comparable to those set out in this Request for Tender:

- (a) Organisation name: [insert]
Telephone number: [insert]
Contact name: [insert]
Goods or services provided: [insert]
Completion date of agreement: [insert]
- (b) Organisation name: [insert]
Telephone number: [insert]
Contact name: [insert]
Goods or services provided: [insert]
Completion date of agreement: [insert]
- (c) Organisation name: [insert]
Telephone number: [insert]
Contact name: [insert]
Goods or services provided: [insert]
Completion date of agreement: [insert]

SECTION 3 - SPECIFICATION

An analysis of first year of life practices to cattle on productivity and profitability

Summary

In response to the Southern Australian Livestock Research Council's (SALRC) research and development priority, Meat & Livestock Australia (MLA) is seeking preliminary proposals from individuals or organisations with the capability to evaluate and consolidate recommendations for best practice management for calves during their first year of life.

Background:

The Southern Australian Livestock Research Council (SALRC) have identified the need for an analysis of the impact of husbandry and health practices during the first year of life for cattle as a priority area for investment.

The profitability of a beef production system rests on how effectively producers can balance productivity and cost management, and how efficiently they can breed, rear and grow calves. The efficiency of the system relies on producers deciding on management interventions and inputs that result in the greatest return for their enterprise.

The calf's first year of life is critical as they undergo major stresses such as physiological transitions and various husbandry and health related practices. The calf's health, production, and management during their first year of life can impact the trajectory of future production potential, including growth, reproductive performance, and eating quality.

Deciding which practices to implement can be challenging. Evaluating the benefits and costs of a practice can be complicated by many variables. Some of the practices that producers need to evaluate include weaning, pain management, vaccination, husbandry procedures, anthelmintic and coccidiosis treatments. The objective of this project is to determine the trade-offs between the objectives of maximising the expected return on investment for a practice or suite of health and husbandry practices and minimising the risk associated with the producer's goals in the growth and development of cattle in the first year of life.

This project will review the costs and benefits of various management practices during the first year of life and will evaluate the probability of a positive return to the business manager to form an ordered list of best practice management recommendations for a health and husbandry protocol.

Project objectives:

The objectives of the project will include:

- Conduct a survey of current health and husbandry practices for beef cattle in the first year of life, the motivation for implementation, and the perceived effectiveness of the practices by beef producers in the high rainfall zone (450 to 800 mm/yr) of southern Australia.
- Conduct a systematic literature review and meta-analysis of the ten most frequently identified health and husbandry practices by the survey to establish the best practice implementation for each intervention and demonstrate that the practices are efficacious, supported by the literature, and justified. Verify the impact on productivity and profitability, and the risks of not undertaking the practices, compared to an appropriate comparator.
- Evaluate the costs/benefits for each practice individually and any interaction of practices.
- Collate an ordered list of best-practice recommendations, any suite of recommended combinations of practices, and examine the order and timing of practices for cattle in their first year of life
- Working in collaboration with beef producers and advisors; Include recommendations in an accessible, producer friendly resource and extend findings to industry via a comprehensive communications campaign.

Proposed activities:

It is proposed that this project will include a survey of beef cattle producers in the high rainfall zone, a literature review and meta-analysis, risk analysis, and extension of results for practices that reflect best management practice during the first year of life.

The project will include a survey of beef cattle producers in the high rainfall zone (450 to 800mm) of southern Australia that seeks to identify the current health and husbandry practices undertaken on beef cattle during the first year of life, and the motivation for undertaking them. The survey should be designed in consultation with a producer reference group, and distributed through existing beef groups, advisors, veterinarians, and producers involved in the Southern Beef Project. In consultation with a veterinary reference group, an analysis of the survey data will identify the ten most frequently identified practices that will be reviewed in the literature.

The systematic literature review will verify the efficacy and impact of the ten most frequently identified management practices for beef cattle production in the high rainfall zone. Efficacy of a practice should include morbidity, mortality, meat quality, cost of treatment (including handling and labour) and cost of production. For each practice, the risk in not undertaking the practice will also be established (via odds ratio or risk ratio). Based on these results, establish the cost/benefit of the practices, and any interactions between practices to deliver an ordered list of best-practice recommendations. The literature review should also suggest gaps that require further research and validation.

The results from the project for best practice recommendations, and their benefits to productivity and profitability will then be extended to industry via a comprehensive communications campaign. This will include collating findings into a producer-friendly extension resource, and extension via updates to More Beef from Pastures, industry forums, and webinars. Resources and communications material should be developed alongside producers, and the Southern Beef Project to ensure outputs are fit for purpose and have maximum reach. A comprehensive communications plan should be developed and implemented as part of this project.

Deliverables will include survey results, a literature review and meta-analysis, extension resources, milestone reports and a publicly available final report, including recommendations and gaps identified during the review of literature.

Timing:

This project should be completed within 18 months of contracting.

Budget:

There is no set budget for this project, however, value for money will be a selection criterion for application assessment. A fully justified budget breakdown to achieve project objectives must be delivered with the application.

Confidentiality and intellectual property

MLA will own 100% of the intellectual property from this project to enable integration into existing MLA adoption pathways.

If not already in place, the successful applicant will be required to enter into an umbrella research agreement with MLA. These terms can be found here: <https://www.mla.com.au/about-mla/mla-agreements/>

Project proposal submissions

Applicants must submit a completed Request for Tender document, along with a preliminary application form and budget breakdown. Applications should include proposed survey and statistical methodology, and a

communications strategy, along with a budget that includes allocation for extension and communication activities such as forums and conferences.

The project application form and guidelines can be found here: <https://www.mla.com.au/research-and-development/funding-opportunities/project-application-guidelines-and-forms/>

Applications must be submitted on the preliminary application template and with a completed request for tender form electronically to MLA at projectcall@mla.com.au before **17:00 AEST on Friday 28th February 2025**. Late applications will not be accepted.

For further information, please contact:

Ainsley Smith

Project Manager – Beef Productivity

Email: asmith@mla.com.au

Phone: 0474 199 470

SECTION 4 - MLA TERMS

A copy of MLA's umbrella [select applicable agreement: research agreement/consultancy agreement] is available on MLA's website at <https://www.mla.com.au/about-mla/mla-agreements/http://www.mla.com.au/mla-agreements>

SECTION 5 - DECLARATION

1.1 For corporate tenderers

I, [insert name] of [insert address] do solemnly and sincerely declare that:

I hold the position of [position] and am duly authorised by [insert tenderer organisation] (**Tenderer**) to make this declaration on its behalf.

I make this declaration to the best of my knowledge, information and belief as to the accuracy of the material contained in it and after due inquiry in relation to such material.

This tender comprises:

[list documents comprising tender]

Neither the Tenderer nor any of its employees or agents had any knowledge of the price submitted by any other tenderer prior to providing its tender, nor did the Tenderer disclose to any other tenderer the Tenderer's tendered price prior to closing of tenders.

Neither the Tenderer nor any of its employees or agents has entered into an agreement, arrangement or understanding which would have the result that, on being the successful tenderer, it would pay to any unsuccessful tenderer any moneys in respect of or in relation to the tender or any agreement resulting from it.

The Tenderer is not aware of any fact, matter or thing which would materially affect the decision of MLA in accepting the tender, except as disclosed in the tender.

The Tenderer confirms that they are prepared to agree to MLA's standard agreement or proceed with the Tender under previously agreed umbrella terms.

The contents of the tender are true and correct.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1900* (NSW).

DECLARED at [insert city]

This [insert date] day of [insert month] 2024

Before me,

Justice of the Peace/Solicitor

1.2 **For individual tenderers**

I, [insert name] of [insert address] do solemnly and sincerely declare that:

I make this declaration to the best of my knowledge, information and belief as to the accuracy of the material contained in it and after due inquiry in relation to such material.

This tender comprises:

[list documents comprising tender]

Neither me nor any of my employees or agents had any knowledge of the price submitted by any other tenderer prior to providing its tender, nor did I disclose to any other tenderer my tendered price prior to closing of tenders.

Neither me nor any of my employees or agents has entered into an agreement, arrangement or understanding which would have the result that, on being the successful tenderer, I would pay to any unsuccessful tenderer any moneys in respect of or in relation to the tender or any agreement resulting from it.

I am not aware of any fact, matter or thing which would materially affect the decision of MLA in accepting the tender, except as disclosed in the tender.

I confirm that I am prepared to agree to MLA's standard agreement or proceed with the Tender under previously agreed umbrella terms.

The contents of the tender are true and correct.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1900* (NSW).

DECLARED at [insert city]

This [insert date] day of [insert month] 2024

Before me,

Justice of the Peace/Solicitor

SECTION 6- CORPORATE GOVERNANCE DISCLOSURES ANNEXURE

[Tenderer to complete. Where the below is not applicable, please insert N/A in the below tables]

1.1 Conflicts of interest

Name of individual with conflict	Date interest declared	Expected time frame of the conflict	Nature and extent of the actual, potential or perceived conflict	Plan to manage and mitigate the conflict of interest of the party	MLA approval
[insert name of individual on the tenderer's side with a conflict]	[insert date the conflict of interest was declared. As per Section 1.10 of this request for tender, the tenderer must immediately notify MLA in writing of any conflict of interest.]	[insert time frame of the conflict e.g. ongoing, until a given date, or for a stated number of months/years]	[insert description of the conflict of interest, details of any MLA individuals involved and their relationship with the named individual on the tenderer's side]	[insert plan to manage the conflict of interest as agreed between MLA and the tenderer]	[insert date of approval of conflict of interest and management plan by MLA and relevant approver from MLA]
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

1.2 Gifts or hospitality

Gift or hospitality	Estimated value
[insert details of gift or hospitality provided to MLA]	[provide an estimate of the value of the gift or hospitality]

1.3 Anti-bribery and corruption

Incident	Action taken	Date
[Please include details to any association to current or prior claims/events relating to bribery or corruption]	[insert details taken by the tenderer or any regulator to address the bribery or corruption]	[insert the date, or date range, of the bribery or corruption]
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

SECTION 7 - MLA MODERN SLAVERY QUESTIONNAIRE

[Tenderer to complete.]

Background:

MLA has a zero-tolerance approach towards any trafficking, slavery, wage exploitation, involuntary servitude, forced labour and child labour and is required to comply with the Australian Modern Slavery Act 2018 (Cth). Whilst MLA is confident that its business partners adhere to such principles and strive to eliminate any modern slavery practices from its operations and supply chains, it has implemented a due diligence process, including this questionnaire, which will assist in identifying any modern slavery risks in its supply chain and address such risks appropriately. Refer to MLA's [Code of Business Conduct and Ethics](#).

Contact Details

Entity Name	Click or tap here to enter text.
Postal address	Click or tap here to enter text.
Country of Operations	Click or tap here to enter text.
Contact Name	Click or tap here to enter text.
Phone	Click or tap here to enter text.
Mobile	Click or tap here to enter text.
E-mail	Click or tap here to enter text.

Note:

- If you respond 'No' to any of the questions, please provide information on how your organisation addresses these requirements.
- Please send copies of policies, procedures, or other relevant documents such as internal Modern Slavery Policy or Modern Slavery Checklist to RiskandCompliance@mla.com.au to support your questionnaire, where applicable.

Questions:

1.	Is your company required to report under the Modern Slavery Act (Cth) 2018? If yes, please provide a link to or copy of the latest Modern Slavery Statement: Click or tap here to enter text.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.	Does your company (including its subsidiaries, where applicable) implement a process that aims to identify any potential risks of modern slavery practices in its operations and supply chain? Please provide additional comments: Click or tap here to enter text.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.	Does your company have a code of conduct or similar compliance and ethics related policy in place? If yes, please attach a link to or copy of the policy, where applicable. If no, please provide additional comments: Click or tap here to enter text.	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.	Does your company have a policy or process that prohibits forced labour and	<input type="checkbox"/> Yes <input type="checkbox"/> No

	<p>human trafficking in your business?</p> <p>If yes, please attach a link to or copy of the policy, where applicable. If no, please provide additional comments: Click or tap here to enter text.</p>	
5.	<p>Does your company have a process to ensure that recruitment agencies, acting on your behalf, operate in compliance with applicable laws and act ethically by not charging workers fees or expenses to get their job?</p> <ul style="list-style-type: none"> Please tick NA if your company does not engage recruitment agencies. <p>If no, please provide additional comments: Click or tap here to enter text.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.	<p>Does your company have a policy statement concerning your commitment to workplace health and safety standards and compliance with all relevant workplace health and safety laws?</p> <p>Please attach a link to or copy of the policy, where applicable. Click or tap here to enter text.</p> <p>If no, please provide additional comments: Click or tap here to enter text.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.	<p>Do you provide all your workers with information on employment conditions and workplace entitlements?</p> <p>If no, please provide additional comments: Click or tap here to enter text.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.	<p>Do you have a policy that respects your workers' rights, in accordance with relevant national and state laws, to freedom of association and collective bargaining?</p> <p>Please attach a link to or copy of the policy, where applicable. Click or tap here to enter text.</p> <p>If no, please provide additional comments: Click or tap here to enter text.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.	<p>Does your company have a policy or process providing a grievance and disciplinary mechanism for workers?</p> <p>Please attach a link to or copy of the policy, where applicable. Click or tap here to enter text.</p> <p>If no, please provide additional comments: Click or tap here to enter text.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No