



## SME and Local Participation Plan Template

The SME and Regional Procurement Policy (2021) requires that suppliers submit an SME & Local Participation Plan which references SME and NSW specific content for all goods and services contracts valued at \$3m or above.

Contracting agency	TAFE NSW
Project Name & ID	Grounds maintenance WS123456789
Project Location	Western Sydney region
Project start date	01/01/2023
Expected project end date	01/01/2025
Supplier name and contact details	Grounds Care 101 GC101@gmail.com
Supplier ABN	12 345 678 970
Are you an Aboriginal business?	No
Is your business recognised as an Aboriginal business by:	Please tick appropriate response: <input type="checkbox"/> Supply Nation <input type="checkbox"/> NSW Indigenous Chamber of Commerce <input type="checkbox"/> None of the above

### For suppliers:

**Commitments in red** will be contractually binding should you be chosen as the supplier.

Plans will be finalised with the agency contact upon contract award and suppliers will be required to report progress against the plan quarterly.

### 1. SME Content Commitments

#### Supplier notes:

Please complete as many fields as possible, including if you are an SME supplier and where there are SME subcontracting opportunities.

Subcontracting opportunities with an SME may also be with an Aboriginal business that is an SME (please note where this occurs).

SME Content Commitments	
SME status	Are you an SME (Australian or New Zealand based enterprises with fewer than 200 full-time equivalent employees)?

	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Estimated contract value	\$3,500,000
SME Subcontracting (Subcontracting with an Australian or New Zealand based enterprises with fewer than 200 full-time equivalent employees)	<ul style="list-style-type: none"> <li>Landscaping, Landscaping Specialist, 12 345 678 901, \$175,000, 5% of contract value.</li> <li>Tree cutting, WS Arborists, 34 567 891 011, \$70,000, 2% of contract value.</li> <li>Aboriginal-owned business: Plants, Gandangara Plant Nursery, 23 456 789 101, \$105,000, 3% of contract value.</li> </ul> <p>Number of SME subcontractors: 3</p>
SME participation commitment	<p>Estimated value of products/goods procured from SMEs: \$105,000</p> <p>Estimated value of services/labour procured from SMEs: \$245,000</p>
SME participation percentage	Percentage of contract spend estimated to be with SMEs: 10%

## 2. SUSTAINABILITY COMMITMENTS

### a) Sustainability outcomes (Optional)

Please fill out as many fields as possible, if there are opportunities for other sustainability commitments in the contract.

Sustainability Commitments (Optional)	
Support of the government's economic, ethical, environment and social priorities	<p>Grounds Care 101 will support regional communities through employment opportunities. Disability employment organisations will also be utilised in the supply of labour.</p> <p>Aboriginal-owned business, Gandangara Plant Nursery, will be engaged and contribute to Aboriginal participation targets.</p> <p>Grounds Care 101 has ISO certification in Environmental Management System (EMS) and actively supports resource efficiency and initiatives to reduce waste.</p>

### b) Local Participation

Please complete as many fields as possible, including if there are opportunities for local content in the contract.

Local Participation Commitments (where possible)	
Note: For the purpose of the SME and Local Participation Plan, local content is defined as: goods produced, services provided, and labour supplied by the NSW industry	
NSW jobs	Number of FTEs in NSW (where possible): 100
NSW content value	Total estimated value of products/goods procured in NSW (where possible): \$300,000

	<p>Total estimated value of services/labour procured in NSW (where possible): \$3,200,000</p> <p>List of goods and services opportunities for NSW businesses:</p> <ul style="list-style-type: none"><li>• Grounds maintenance, \$2,200,000.</li><li>• Mowing, \$600,000</li><li>• Landscaping, \$200,000</li><li>• Tree cutting, \$200,000</li><li>• Plants supply, \$300,000</li></ul>
NSW Capital Expenditure	Estimated value of capital expenditure in NSW (where possible): N/A