



Bengalla Mining Company Pty Limited

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Commonly asked procurement questions:

How does Bengalla issue Request For Tenders and Request For Quotes?

We place most large tenders through TenderLink (www.tenderlink.com.au). For smaller goods and service requirements we may also contact suppliers directly. Other documents which may be issued are:

- RFQ (Request for Quote)
- RFP (Request for Proposal)
- RFI (Request for Information)
- EOI (Expression of Interest)

What are you looking for when you evaluate tenders?

We're looking to achieve best value in all of our procurement decisions. By best value, we mean:

- Compliance with tender (or equivalent document)
- Quality of goods/services offered
- Past performance
- Technical ability/support
- Experience
- Price/value

How can we best prepare to be a supplier/contractor to Bengalla?

Firstly, ensure your own business can deliver. Do you have health, safety and environment systems in place? Do you have the capacity to meet our needs? Secondly, do your homework and get to know our industry and our business. Do you have innovative products/ideas?

We're looking to develop good business partnerships with reliable contractors and suppliers. The more you get to know about our business, the better position you will be in to meet our needs. Make an investment in getting this right and both your business and your people will be the winners.

Is there a preference for local suppliers?

Bengalla has a proud record of contributing to the local economy through active local procurement. We prefer to use local suppliers where they can competitively offer quality goods and services.

We endeavour to use local suppliers in our daily procurement activities and tendering process.

What insurances will I require?

As well as complying with legislative requirements for worker's compensation insurance, we may require you to have additional insurance in place. Generally, contractors working on site will need to have \$20 million in public liability insurance and there may be a need for professional indemnity insurance, depending on the type of work you are doing. Insurance is also required from Coal Mines Insurance.

Are there different requirements for contractors working on site to those who are supplying goods remotely?

We are committed to zero harm so if you are working on site your commitment to health and safety has to be equal to ours and we have health and safety systems in place to achieve that. Our requirement is that you will adhere to these systems and processes. If you are supplying goods to us from off site, we still want to do business with companies that take the health and safety of their people seriously. Please refer to the Chain of Responsibility legislation (CoR) which can be found at <http://www.rms.nsw.gov.au/business-industry/heavy-vehicles/safety-compliance/chain-of-responsibility/index.html> and Bengalla's Freight Preparation Policy.

What are Bengalla's payment terms?

Bengalla payment terms are generally 45-days following the end of the calendar month in which the Invoice is received. Help us to meet this by ensuring the following:

- Submit complete and tax-compliant invoices in a timely manner
- Ensure our purchase order number is included on the invoice
- Ensure your invoices match the purchase order for price and quantity.

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