

Becoming a supplier for Ministry construction contract opportunities

Becoming a supplier

How can I become a supplier to the Ministry for construction projects?

To be considered for school property construction projects, set up an account on GETS and subscribe to be alerted when new contract opportunities with a value of \$100,000 or more are advertised. For Contract Works opportunities with a value of over \$500,000, you can apply to join one of the Ministry's [construction supplier panels](#)

Is the school or Ministry responsible for property projects?

The Ministry manages around 70% of projects where the Ministry is the buyer/client, but there are exceptions where it is more appropriate for schools to manage projects eg. maintenance. Projects that are agreed to as part of the school's Five Year Agreement (5YA) are led by the school, where services are engaged by a Board of Trustees and most often managed by a Project Manager appointed by the school.

What types of projects does the Ministry manage?

Ministry-led projects include: new schools, rebuilds of existing schools, redevelopments, building Improvements, remediating weathertightness issues, earthquake strengthening, roll growth and the Christchurch Schools Rebuild Programme.

Do you have preferred suppliers and how can I become one?

The Ministry has a range of panels of pre-qualified suppliers for project management, construction and the Christchurch School Rebuild. For more information and how to apply see [construction supplier panels](#).

Can I supply specific building products for school construction projects?

The Ministry does not normally purchase or specify particular brands of building product. Instead the Ministry tenders for the delivery of the overall construction works. Specific building materials will either be specified by the architect/designer in the drawings/plans/specifications accompanying the tender, or determined by the building contractor when preparing their tender response.

Can I supply building components for school construction projects?

Individual building components are specified either by each project's design consultant or determined by the building contractor when sourcing building materials. While the Ministry does provide some design guidance, particular building components are generally not specified. It would be impractical for the Ministry to conduct a procurement process for each building component to determine the preferred supplier/brand and to provide fair opportunity to all potential suppliers. Therefore, the Ministry does not have any immediate plans to establish a preferential/exclusive supply arrangement for building components.

Project tenders

What is GETS?

The Government Electronic Tenders Service (GETS) is a free service designed to promote, open, fair competition for New Zealand Government contract opportunities. The Ministry advertises its construction related contract opportunities with a value of \$100,000 or more on GETS (except those sourced through its panels which will only be seen by Directory suppliers selected for that opportunity).

How many days does a tender have to be advertised on GETS?

The minimum timeframe that tender documents are open on GETS is as follows:

Registration of Interest (ROI)	13 days
Closed RFT/RFP to respondents shortlisted from an ROI	15 days
Single stage open RFT/RFP	18 days

How do I get notified about new school project tenders?

Follow these steps to select the projects you want to be notified about:

1. Log into your GETS account
2. Select 'Update Account'
3. Scroll down and select 'Update Tender Notifications Subscriptions'.
4. Select the Service Code '72000000 – Building and Facilities Construction & Maintenance Services'.
5. Select the regions you are interested in.

When does an opportunity have to be openly advertised?

Contract opportunities are usually openly advertised on GETS when the value is \$100,000 or more. The Ministry may source some of its requirements through [supplier panels](#) which are established as the result of an open tender via GETS. Panels will usually be set up for a specific term and may or may not be refreshed periodically or at the end of their term.

Procurement

What do I do if I want to raise a concern about a procurement process?

If you would like to provide feedback on any aspect of the procurement process for infrastructure services, please email EIS.Procurement@education.govt.nz

How does the Ministry select construction suppliers for Ministry-led projects?

Construction contract opportunities for Ministry-led projects will either be open tendered on GETS or sourced through a supplier panel. Construction contract opportunities with a value of \$500,000 or more are sourced through the Construction Directory (a type of supplier panel). The Construction Directory is open to new entrants on an annual basis. See the [Construction Directory – Information for Suppliers](#).

How does a Board of Trustees select construction suppliers for their projects?

A Board will normally conduct a closed tender (seek one or more quotes) for contract opportunities with a value of less than \$100,000 and an open tender through GETS for contract opportunities with a value of \$100,000 or more. Evaluation and the awarding of a contract is based on meeting the requirements set out in the tender, and providing the best value for money.

What are the standard construction conditions that the Ministry uses for construction and professional services contracts?

The Ministry's standard form construction contracts for construction and professional services are available on the [Ministry's website](#). These contracts are regularly reviewed with input from the industry, suppliers and market intelligence to support a balance of contractual risk between construction suppliers and the Ministry. If you have specific feedback on the Ministry construction contracts, please email EIS.Procurement@education.govt.nz