

## **EXPRESSION OF INTEREST**

### ***Doing Business in the Bush Workshop Design and Delivery***

The Central Desert Regional Council is seeking Expressions of Interest from suitably qualified and experienced consultants to assist in the development of a “Doing Business in the Bush” Workshop.

The aim of the workshop is to increase the awareness and understanding of interested remote Indigenous residents about enterprise development in their communities.

#### **Background**

The Central Desert Regional Council wishes to develop a 2 day workshop-based education program for interested people living in remote Indigenous communities that explains how business is conducted in Australia.

The workshop will be conducted in language and will use local examples to contextualise the information being provided.

Initially the workshop will be trialled in Yuendumu and therefore developed in English & Warlpiri. Subject to the success of the workshop, it may be offered throughout other Warlpiri communities and translated into other relevant languages and delivered across the NT.

#### **Scope of Services**

Working under the guidance of a CDRC steering committee, the Consultants will:

- Work in partnership with a Warlpiri interpreter based in Alice Springs to consider available information to convey business concepts;
- Develop that information into a workshop format;
- Develop learning aids to compliment the information being provided
- Consider the invitation of other speakers to deliver parts of the workshop. i.e. Central Land Council, CDP Provider.
- Translate the workshop information into Warlpiri.
- Deliver the workshop as a pilot in Yuendumu at a date to be negotiated.

The Workshop will cover the following topics:

- Overview - How Business is conducted in Australia.
- What the Aboriginal Land Rights Act, Land Use Agreements and Section 19 leases mean for developing enterprises.

- Defining a Sole Trader, Public and Private companies, Partnerships, Joint Ventures and Association (family)
- Why and when to use the different business structures –
- Recognising demand and seizing opportunities (feasibility studies)
- Community Development program – What role Prime Minister and Cabinet's CDP Program might play in assisting start-ups.
- Developing a Business Plan- key component/elements
- Assistance available to help establish a business structure
- How can good business ideas be financed
- Rights and responsibilities of running a business
- Consequences of insolvency.

The Aboriginal Interpreter Service will provide a suitably qualified and skilled interpreter to assist the workshop planning, development and delivery. It is expected that the interpreter will be involved in all stages the workshop planning and development.

The Central Desert Regional Council reserves the right to contract one or more consultants to work together to plan develop and deliver this workshop.

### **Timing**

The workshop planning and development will be completed to the satisfactions of the steering committee in time to be delivered by May 2017.

### **Selection Criteria:**

Interested consultants must provide a brief in writing addressing each of the following selection criteria:

1. Previous experience working in remote Indigenous Communities in the NT and working with interpreters. (Weighting 15%)
2. Previous experience facilitating or delivering workshops or information sessions requiring the interpretation of complex concepts. (Weighting 15%)
3. Previous experience delivering workshops to inform and educate people about basic business concepts. (Weighting 20%)
4. Details of services to be offered including methodology (timeline, location and partners) of developing the workshop. (Weighting 15%)
5. Previous experience working with a Steering Committee (Weighting 5%)
6. Willingness to work with one or more other consultants at the request of the steering committee (Weighting 5%).
7. Estimated number of days required to plan and develop the workshop content and structure including interpretation from English to Warlpiri. (Weighting 5%)



two ways :: one outcome

8. Cost associated with planning and developing the workshop and then delivering the Workshop over two full days in Yuendumu. (Weighting 20%)

The Council reserves the right to award a contract to a single consultant, award multiple contracts to more than one consultant for various components of the workshop or not award a contract to any consultants who have submitted an expression of Interest.

The workshop design and content will remain the Intellectual Property of the Central Desert Regional Council and will only be reproduced, reinterpreted or delivered with the express written permission of the Central Desert Regional Council. Conditions may apply.

Note that funding for this workshop is being negotiated with the NT Government's Office of Aboriginal Affairs. Council will use the EOI submission of the preferred consultant or consultants to complete these negotiations. Submissions in particular costs, should be quoted as firm for a period of no less than three months.

For more information contact John Gaynor, Director of Community Services, Central Desert Regional Council on 0428 849 520.

**Due Date:** Written Expressions of Interest are **due by 4.00pm on Friday 20 January 2017**. Submissions should be marked CONFIDENTIAL and addressed to John Gaynor, Director of Community Services and sent to [john.gaynor@centraldesert.nt.gov.au](mailto:john.gaynor@centraldesert.nt.gov.au)