



A GUIDE TO BETTER BRISBANE PROPOSALS

Brisbane City Council is committed to supporting business enterprise and nurturing innovation, to help build a strong local economy and more jobs for people right across Brisbane.

Council is always open for business, recognising that a good idea that helps make a better Brisbane should not have to wait for a tender.

This guide will help you assess the suitability of your Better Brisbane Proposal and guide you through the Better Brisbane Proposals process.



Dedicated to a better Brisbane

WHAT IS A BETTER BRISBANE PROPOSAL?

A Better Brisbane Proposal should represent value for money for Brisbane and contribute to the Brisbane Vision. It should solve a Brisbane problem, address an opportunity for Brisbane or enhance services that Council provides.

For Council to directly engage a supplier for a Better Brisbane Proposal, it will consider if:

- the outcome is fair to the supply market
- the proposal is advantageous for Brisbane
- value for money can be demonstrated and substantiated.

To decide if your proposal could meet these criteria, answer the following essential questions:

1. Can this proposal not be readily delivered by competitors?
2. What benefits (including access to intellectual property rights, real property or innovative elements) would Council gain for Brisbane by not going to a competitive tendering process?

If your proposal has an information and communication technology (ICT) component, please refer to our Better Brisbane Proposals with ICT guide before submitting.

WHAT IS NOT A BETTER BRISBANE PROPOSAL?

- A proposal which does not solve a Brisbane problem, does not present an opportunity for Brisbane nor enhance Council services
- proposals to provide widely available goods or services
- a request for a government grant or government funding.

Proposals will also not be considered where Council has issued an expression of interest, a request for tenders, or if Council considers that the open market is the most appropriate channel for the receipt of proposals.

COUNCIL'S COMMITMENT TO YOU

Council will:

- treat you fairly
- respect the confidentiality of your information and intellectual property
- endeavour to provide a written outcome within a reasonable timeframe
- bear its own costs in assessing your proposal, unless agreed by both parties.

When submitting a Better Brisbane Proposal, you should be prepared to cover your own costs to attend a presentation and provide proof of concept or undertake a trial of your proposal.

HOW DO I SUBMIT?

1. Contact Council for a free pre-proposal meeting with Council to discuss the key attributes, benefits, requirements and assumptions underlying the potential proposal. This pre-proposal meeting is not compulsory, but will assist you to develop your value proposition and identify the appropriate business units within Council so that we can evaluate your proposal faster.
2. Submit an [online form](#).

WHAT SHOULD BE INCLUDED?

Please include:

1. a summary of what you are proposing
2. what problem it would resolve or what opportunity it would address
3. how the proposal contributes to the [Brisbane Vision](#)
4. how you will deliver your proposal and anticipated timeframes
5. your corporate structure and contact details
6. information about intellectual property (including the status of the intellectual property).
7. why you consider your proposal to be value for money to Council.

WHAT WILL COUNCIL DO ONCE WE RECEIVE A PROPOSAL?

You will be contacted by a Council Officer and invited to brief Council on your proposal. A preliminary assessment of the proposal will then determine if Council wishes to progress to a detailed assessment, with a view to entering into a binding agreement, trial the proposal first, or deem it unsuitable to progress.

Council retains the sole discretion to decide if a proposal meets the requirements of a Better Brisbane Proposal.

HOW SOON WILL COUNCIL RESPOND?

Council aims to complete the preliminary assessment and provide a decision as to whether your proposal can progress within 40 working days from submission. If more time is required, you will be advised in writing.

COUNCIL'S PROCUREMENT POLICIES

For more information on Council's procurement policies, please refer to our [Procurement Policy and Plan](#).

FOR MORE INFORMATION

Email betterbrisbaneproposals@brisbane.qld.gov.au or call Council on **3403 8888**.