

**CUA Number:** CUAOFP2023  
**Last Updated:** 8 August 2023

# **CUAOFP2023 PANEL B – JANITORIAL & PERSONAL ITEMS Procurement Lifecycle Document**

## **Briskleen Supplies Pty Ltd (Trading as Briskleen Supplies and Hygiene)**

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# Briskleen Supplies and Hygiene



## CONTACT INFORMATION

### General Enquiries

#### Administration

**Phone:** 08 9249 4566

**Email:** [sales@briskleen.com.au](mailto:sales@briskleen.com.au)

**Website(s):** [www.briskleen.com.au](http://www.briskleen.com.au)

**Postal Address:** 36-38 Mulgul Road, Malaga 6090

#### Orders

EMAIL/WEBSITE for ordering

[sales@briskleen.com.au](mailto:sales@briskleen.com.au)

[www.briskleen.com.au](http://www.briskleen.com.au)

Refer to [Buying methods](#) section for further information.

#### Hours

8am – 4.30pm Mon - Friday

#### Local Presence

Briskleen is the largest owned and operated Janitorial supplier & Hygiene Service provider in Western Australian. We own and operate from two large warehouses (1,400 sqm each). All orders are prepared and distributed from these warehouses at 36- 38 Mulgul Road, Malaga WA 6090.

Briskleen celebrates its 40th birthday this year, which is a mammoth achievement for a Western Australian business from humble beginnings in Malaga. The company has grown from 3 employees in 1983 to now employing over 17 members of staff. Briskleen has always endeavored to support local, all our staff live within a 15-minute drive from Briskleen. Supporting local businesses is what we do.

# Offered Products

## Offered Brands

Complete list of CUA offered products can be found in the Product Catalogue - [Office and Facility Products CUAOFP2023 \(www.wa.gov.au\)](#) .

### Key Objectives of Briskleen Supplies & Hygiene

#### 1. Maximise Value for Money and Savings :

Improve janitorial chemical management and dosage accuracy to reduce spills and wastage. Dilution rates are pre-set at installation and cannot be altered by cleaners — eliminating 'over-dosing' or free pouring,

Removes the risk of cross contamination by decanting into the wrong containers

Reduces risks and improves safety for janitorial staff

Reduced packaging means more efficient transport, reduced storage space and reduced amount of plastics – resulting in cost savings

Improve and simplify signage to assist users and staff members via colour coding and number identification.

Janitorial chemicals pose an Occupational Health and Safety (OH&S) risk and source of wastage through incorrect usage and dilution/ application rates.

#### 2. Dispensing Systems:

To control the use of toilet paper, hand towels and soaps, reduce wastage, vandalism and theft, we provide a wall mounted and key locked toilet roll dispensing system, whilst providing reducing the risks of cross contamination.

#### 3. Reducing Risks:

To ensure janitorial staff are trained in the correct use of cleaning chemicals and to avoid waste, Briskleen will deliver free on-site training. This increases OHS& E outcomes and the efficient use of janitorial products results in cost savings for customers.

To provide a suite of OH&S documentation for janitorial chemicals kept on site by keeping track of Safety Data Sheets, Product Data Sheets and Risk Assessments along with Chemical Substance, Hazardous Substance and Dangerous Goods Registers.

#### 4. Sustainability:

The Briskleen Plastics Policy directly aligns with the WA Government's Plan for Plastics Policy.

Providing for sale plastic alternatives made from corn starch, paper, cardboard and husks

Providing refills to extend the life of each plastic bottle. We provide screen-printed dispenser bottles for preparing ready-to-use solutions with most common chemical products.

The dilution ratios are printed on the bottle to help customers refill the bottle  
Briskleen's offer of a container recycling program, please contact us for further information on this.

We work with and are recognised distributors of all the major leading suppliers such as, Freudenberg (Oates/Vileda) Agar Chemicals, Tork/Essity, SC Johnson, Ecowise, Diversey, Huhtamaki & Bio Pak, many of our suppliers are signatory members of the Australian Packaging Covenant Organisation. And who also carry the following product accreditations GECA, HACCAP, TGA, FSC, ABA & SEDEX

### **Agar**

#### **Australian Owned & Operated 50 years**

Exclusive to Briskleen in WA

External GECA certified for Green Environmental approval (not self certified)

TGA listed and approved products

HACCAP listed and approved product

Dedicated online training.

Colour coded chemical bottles

Chemical mixing stations

National Packaging Covenant Organisation member

### **SCJohnson**

External GECA certified for Green Environmental approval (not self certified)

TGA listed and approved products

National Packaging Covenant Organisation member

HACCAP listed and approved product

Cutan Hand hygiene provider (WA Health)

Free on Loan dispenser

### **Tork/Essity**

#### **Libra Period Positivity Provider (Briskleen)**

100% recyclability of packaging by 2025

Geothermal steam used in production process

85% renewable or recycled material in their packaging 2025

Manufactured in Australia & New Zealand

FSC Certified

National Packaging Covenant Organisation member

Tork Smart One toilet paper system reduces consumption by 50% with no wastage

Coreless Toilet paper no wraps, no cores no plugs 81% less packaging

All dispensers provided Free on Loan

Foam soap containing 2500 washes (150% more washes than liquid soaps)

### **Briskleen Bin Liners**

We are working closely with our manufacturer to achieve the OK COMPOST certification, meaning that all our products that carry this label are guaranteed as biodegradable in an industrial composting plant, the Australian certification for this is ABA Australasian Bioplastics Association.

Briskleen Supplies & Hygiene as a distribution business, focused on the supply of the highest quality, ethically sourced and sustainable products that meet the functional needs of companies, is also the only standalone distribution business that is also a Hygiene Service Provider, servicing Private Schools, Sporting Venues, Mining, Civil Construction and Facilities Maintenance, with all of their Sanitary needs as well as providing services for our Period Positivity Program into schools.

## Further Discounts

### Bulk Orders

Bulk Order Discounts			
Nominated Goods / Categories	Sub-Category (Level 2)	Threshold (\$)	Bulk Order Discount
Cleaning/Washroom Supplies	Facial Tissue	N/A	5%
Cleaning/Washroom Supplies	Hand Towel	N/A	5%
Cleaning/Washroom Supplies	Toilet Tissue	N/A	5%
Cleaning/Chemicals	General Cleaning	N/A	5%
Cleaning/Chemicals	Toilet & Urinal Cleaning	N/A	5%

## Non-Standard Items

<b>Non-Standard Goods Minimum Discounts</b>			
<b>Category</b>	<b>Sub-Category Level 1</b>	<b>Sub-Category Level 2</b>	<b>% Minimum Discount</b>
Cleaning	Chemicals	General Cleaning	20%
Cleaning	Chemicals	Toilet & Urinal Cleaning	20%
Cleaning	Janitorial Supplies	Bin Liners	15%
Cleaning	Janitorial Supplies	Buckets	15%
Cleaning	Janitorial Supplies	Cleaning Wipes	20%
Cleaning	Janitorial Supplies	Miscellaneous	20%
Cleaning	Janitorial Supplies	Mops & Brooms	20%
Cleaning	Washroom Supplies	Cleansing & Washing	20%
Cleaning	Washroom Supplies	Facial Tissue	20%
Cleaning	Washroom Supplies	Hand Towel	20%
Cleaning	Washroom Supplies	Toilet Tissue	20%
Hospitality	Food Packaging	Food Packaging	10%
Hospitality	Food Service Disposables	Disposable Cups	10%
Hospitality	Food Service Disposables	Disposable Cutlery	10%

<b>Non-Standard Goods Minimum Discounts</b>			
<b>Category</b>	<b>Sub-Category Level 1</b>	<b>Sub-Category Level 2</b>	<b>% Minimum Discount</b>
Hospitality	Food Service Disposables	Disposable Napkins	10%
Hospitality	Food Service Disposables	Disposable Plates	10%
Personal Goods	Accoutrements	Gloves	20%
Personal Goods	Accoutrements	Masks	20%
Personal Goods	Accoutrements	Infection Control	10%
Personal Goods	Personal Care	Oral Care	10%
Personal Goods	Personal Care	Personal Hygiene	10%
Personal Goods	Personal Care	Personal Wipes	10%
Safety Goods	Eye & Face Protection	Safety Glasses	10%

# Buying methods

- Briskleen can provide a Microsoft Excel based template for catalogue items that can be populated by CUA customers and returned via email to [sales@briskleen.com.au](mailto:sales@briskleen.com.au) for processing.
- CUA Customers can raise a PO within their own ordering systems and email this through to [sales@briskleen.com.au](mailto:sales@briskleen.com.au) for processing.
- CUA Customers will be provided with Individual Login Details for Briskleen's Online Catalogue Portal. The Online Catalogue will allow CUA Customers access to only products and pricing that are aligned to the CUA contracted portfolio and orders placed online flow automatically into the ordering system for processing.  
If this method is of interest, please reach out to [sales@Briskleen.com.au](mailto:sales@Briskleen.com.au) to discuss in further detail.
- EDI Integration, Briskleen has the capacity to create "punchout catalogue" that feeds directly out of the customer ordering system and into the Briskleen ordering system.  
This EDI Integration may require some collaboration between the agency IT provider and the Customer's IT/ Systems technicians for integration, testing and onboarding to occur but we do have the capacity to deliver automated integration and ordering.

# Delivery

## Timeframes and Fees

Delivery Fee/Lead Time by Location					
Region / Location	Postcodes / Areas Included	Deliverable Location (Yes/No)	Delivery		Details/ Exceptions
			CUA Cost (\$)	Lead Time (Business Days)	
<b>Perth Metropolitan Region &amp; City of Mandurah</b>	All Perth Metro and City of Mandurah (6180, 6210, 6211) Postcodes	YES	Free	1	Next day
<b>Gascoyne Region: Shire of Carnarvon LGA (within 20km of Carnarvon town)</b>	6701 (where deemed Regional, not Remote)	YES	TBA	2	TBA on request. Price offered on request for volume & weight due to ongoing freight fuel & transport cost fluctuations.
<b>Gascoyne Region: All Other Locations</b>	All Gascoyne except listed in 2.1	YES	TBA	2	
<b>Goldfields-Esperance: Shire of Esperance LGA (Only within 20km of Esperance Town)</b>	6450 (where deemed Regional, not Remote)	YES	TBA	2	
<b>Goldfields-Esperance: City Kalgoorlie-Boulder LGA (specified postcodes only)</b>	6430, 6431. 6432	YES	TBA	2	

Delivery Fee/Lead Time by Location					
Region / Location	Postcodes / Areas Included	Deliverable Location (Yes/No)	Delivery		Details/ Exceptions
			CUA Cost (\$)	Lead Time (Business Days)	
<b>Goldfields-Esperance: All Other Locations</b>	All Goldfields-Esperance except listed in 3.1 & 3.2	YES	TBA	2	TBA on request. Price offered on request for volume & weight due to ongoing freight fuel & transport cost fluctuations.
<b>Great Southern: City of Albany LGA</b>	6327, 6328, 6330	YES	TBA	Daily	
<b>Great Southern: All Other Locations</b>	All Great Southern except listed in 4.1	YES	TBA	2	
<b>Kimberley: Shire of Broome LGA (Only within 20km of Broome town required)</b>	6725 (where deemed Regional, not Remote), 6726	YES	TBA	4	
<b>Kimberley: Shire of Wyndham-East Kimberley LGA (Only within 20km of Kununurra town)</b>	6740 (where deemed Regional, not Remote)	YES	TBA	4	
<b>Kimberley: Other Locations</b>	All Kimberley except listed in 5.1 and 5.2	YES	TBA	4	
<b>Mid-West: City of Greater Geraldton LGA (specified postcodes)</b>	6530, 6532	YES	TBA	2	
<b>Mid-West: All Other Locations</b>	All Mid-West except listed in 6.1	YES	TBA	2	
<b>Peel: All Locations Except City of Mandurah</b>	All Peel except City of Mandurah (6180, 6210, 6211)	YES	TBA	2	

Delivery Fee/Lead Time by Location					
Region / Location	Postcodes / Areas Included	Deliverable Location (Yes/No)	Delivery		Details/ Exceptions
			CUA Cost (\$)	Lead Time (Business Days)	
<b>Pilbara: Town of Port Hedland LGA including Port Hedland, South Hedland and Wedgefield.</b>	6721, 6722	YES	TBA	3	TBA on request. Price offered on request for volume & weight due to ongoing freight fuel & transport cost fluctuations.
<b>Pilbara: City of Karratha LGA</b>	6713, 6714, 6718, 6720	YES	TBA	3	
<b>Pilbara: All Other Locations</b>	All Pilbara except listed in 8.1 & 8.2	YES	TBA	3	
<b>South West: City of Bunbury LGA and surrounds (including Australind)</b>	6230, 6231, 6232, 6233	YES	TBA	2	
<b>South West: City of Busselton LGA</b>	6280, 6281, 6282	YES	TBA	2	
<b>South West: All Other Locations</b>	All South West except listed in 9.1 & 9.2	YES	TBA	2	
<b>Wheatbelt: Shire of Northam LGA</b>	6401, 6403, 6560, 6562, 6564	YES	TBA	2	
<b>Wheatbelt: All Other Locations</b>	All Wheatbelt except listed in 10.1	YES	TBA	2	

All deliveries typically arrive between 8.00 AM and 4.30 PM.

## Minimum Orders

Minimum Order Threshold Product Conditions	Threshold	Volume Threshold (e.g. Cartons)	Orders Below Threshold Accepted (YES/NO)	Delivery Fee (for orders below Threshold)
N/A				

### Perth Metropolitan area

Agency to place order via Contractor Portal, Briskleen Website, Telephone, Email.

Orders to be received before 3.30pm.

Picked and packed.

Dispatched next day.

### Regional Deliveries

Agency to place order via Contractor Portal, Briskleen Website, Telephone, Email.

Orders to be received before 3.30pm.

Agency to Nominate their preferred freight company.

Briskleen to arrange despatch according to delivery schedule.

(if no nominated freight company Briskleen to arrange freight at the cost to the agency).

## 6. Payment of invoices

Pay on your account via the following options:

Below are examples, amend to your preferred options

### EFT / Direct Deposit

Pay on your Account via EFT – Account details as follows:

**Account Name: Briskleen Supplies PTY LTD**

**BSB: 066-167**

**Account: 10573626**

Email remittances: [accounts@briskleen.com.au](mailto:accounts@briskleen.com.au)

## Credit Card

For credit card payments Briskleen uses Payment Card Industry Data Security Standards (PCI DSS), This complies with Australian industry/standards for credit card security to protect data and customer information from breaches and theft.

## 7. Takeback Services

### Soft plastic recycling product stewardship scheme

Briskleen is working with Tork/Essity, one of our paper manufacturers, to find a solution to recycle its soft plastic packaging. Trials have commenced with end customers to separate the Tork soft plastic packaging waste and trial materials have been successfully recycled. This work is ongoing, with the aim to develop a packaging take back scheme in the near future.

## 8. Disposal and recycling

Briskleen packaging & Waste is segregated via large recycling bins within the premises.

Briskleen Partner with a local Malaga waste company Cleartech, who take care of our non-recyclable waste including low-grade plastics, polythene & unrecyclable packaging. Effective segregation, diverting as much away from landfill.

## 9. Return of rejected goods

EXAMPLE:

Customer requests return of goods by calling 089249 4566 or via email [sales@briskleen.com.au](mailto:sales@briskleen.com.au)

Returns form completed by Briskleen Admin team

Collection/pick up details of return provided to Briskleen driver/s

Briskleen driver/s collects goods from CUA customer

Goods are replaced and credit the CUA customers account

## 10. Account management and invoicing

Who	Service	Contact Details
Owner/CUA Lead	Key Accounts/CUA contact	0491494 566 <a href="mailto:neil@briskleen.com.au">neil@briskleen.com.au</a>
Key Accounts/BDM	Key Accounts	0427 059 163 <a href="mailto:hayley@briskleen.com.au">hayley@briskleen.com.au</a>
Finance	Finance Manager/Operations	08 9249 4566 <a href="mailto:Accounts@briskleen.com.au">Accounts@briskleen.com.au</a>
Finance	Payables/Receivables	08 9249 4566 <a href="mailto:accounts@briskleen.com.au">accounts@briskleen.com.au</a>
Marketing	Marketing/Content/Events	
Customer Service	Orders/Customer service	08 92494566 <a href="mailto:sales@briskleen.com.au">sales@briskleen.com.au</a>
Warehouse & Logistics	Goods In/Out & Logistics	

# Contractor information

**ABN:** 96 124 843 045

**ACN:** 124 843 045

## Contractor Details

### Contact Information

**NAME:** Neil Allison

Position: Owner/Director

**Phone:** 0491 494 566

**Mobile:** 0491 494 566

**Email:** [neil@briskleen.com.au](mailto:neil@briskleen.com.au)

**NAME:** Lindy Gibson

Position: Accounts/Operations

**Phone:** 089249 4566

**Mobile:**

**Email:** [accounts@briskleen.com.au](mailto:accounts@briskleen.com.au)

**Business Hours:**

8am – 4.30pm Mon - Fri

**Orders Via:** email, telephone, contractor portal, website, verbal