

Clauses and contract conditions - examples

Queensland Charter for Local Content

This document supports and should be read in conjunction with the [Queensland Charter for Local Content Guidelines](#) and its definitions.

For all Charter eligible projects, Government Agencies, Government Owned Corporations (GOCs) and Rail Government Entities should include clauses that outline the reporting requirements of the Charter in all tender documents and relevant contracts. This will help to ensure that all contractors and subcontractors are aware of the requirement to comply with the Charter, including completing the Statement of Intent (SOI) and Project Outcome Reports (POR).

Clauses in contracts for these eligible projects must include requirements that, in undertaking the project/work, the successful tenderer or grant applicant must ensure that their agents and contractors:

- (1) comply with the Charter and its principles;
- (2) prepare, notify the Department of State Development, Infrastructure and Planning (Department), and comply with the approved SOI (and comply with any relevant local content procurement policies and procedures);
- (3) prepare and submit PORs quarterly and at practical completion (unless otherwise required); and
- (4) consent to the use and disclosure of confidential information, including personal information, in accordance with the 'Queensland Charter for Local Content Guidelines', including to allow the Department to administer the Charter.

The following sections contain example clauses for inclusion in contracts for all eligible projects. Government Agencies, GOCs and Rail Government Entities should consider whether the example clauses are appropriate in the context of their relevant agreement and seek legal advice as appropriate, as the clauses below are examples only.

Charter Clauses are also included in the category procurement templates, which are available at: <https://www.forgov.qld.gov.au/finance-procurement-and-travel/procurement/procurement-resources/templates-including-terms-and-conditions>

Example clause for inclusion in request for tender and application for grant terms and conditions

Queensland Charter for Local Content

This [project/grant/etc.] is subject to the compliance requirements of the Queensland Charter for Local Content (Charter).

[successful tenderers/ applicants/etc.] agree to provide details about how they will apply the Charter's principles by submitting a Statement of Intent to the satisfaction of [the Customer/the State/the Principal/Agency X/etc.] and the Department of State Development, Infrastructure and Planning. Quarterly Project Outcome Reports are required to be completed and submitted to [the Customer/etc.] and the Department of State Development, Infrastructure and Planning during the [project/etc.].

Refer to <https://www.statedevelopment.qld.gov.au/Queensland Charter for Local Content>. or contact gclc@qld.gov.au

Example clause for inclusion in successful tender and grant contracts

Queensland Charter for Local Content

The [contractor/tenderer/applicant/supplier/etc.] must, and must ensure that [its subcontractors/suppliers/etc.], in carrying out the work under [the Contract/this agreement/etc.], comply with the principles of the Queensland Charter for Local Content (**Charter**) published by the Queensland Department of State Development, Infrastructure and Planning in December 2025, as amended or replaced from time to time, including the requirement to provide full, fair and reasonable opportunity to local suppliers without prejudice to any of its other obligation under [the Contract/etc.].

The [contractor/etc.] will:

- a) within 28 days of the [Letter of Acceptance/Agreement Date/date of this Contract/etc.], prepare and submit a satisfactory Statement of Intent to the Department of State Development, Infrastructure and Planning, outlining how the principles of the Charter shall be addressed. The Statement of Intent form is available from <https://www.statedevelopment.qld.gov.au/Queensland Charter for Local Content>. Completed forms should be sent to [the Customer/etc.] and to the Queensland Charter for Local Content team of the Department of State Development, Infrastructure and Planning at gclc@qld.gov.au
- b) comply with any Statement of Intent, or similar local content commitment, policy or procedure under [the Contract/etc.];
- c) complete and submit within 3 months of the [Letter of Acceptance/etc.] and quarterly thereafter (and at such other times as reasonably requested) Project Outcome Report to [the Customer/etc.] and to the Queensland Charter for Local Content team of the Department of State Development, Infrastructure and Planning at gclc@qld.gov.au (available from <https://www.statedevelopment.qld.gov.au/Queensland Charter for Local Content>
- d) submit a final Project Outcome Report [on completion/by X date/at Milestone X/etc.] to [the Customer/etc.] and the Queensland Charter for Local Content team of the Department of State Development, Infrastructure and Planning at gclc@qld.gov.au.

[The contractor/etc.] consents, and will procure that [its subcontractors/etc.] consent, to the Department of State Development, Infrastructure and Planning collecting, using and disclosing information, including personal information, to administer and monitor the Charter, to carry out its roles and responsibilities including under the Queensland Procurement Policy and as outlined in the 'Queensland Charter for Local Content Guidelines' available at [xxx], or where required by law.

For more information on completing a Statement of Intent or Project Outcome Report, please contact gclc@qld.gov.au or refer to <https://www.statedevelopment.qld.gov.au/Queensland Charter for Local Content>