

Expression of Interest

City of Darwin invites Expressions of Interest for the future use of Tenancy 7, 18 Bauhinia St
Nightcliff NT 0810

Submission deadline: 2:00pm ACST on Friday 27th February 2026

Submissions can be lodged directly to the City of Darwin Tender Portal www.tenderlink.com.au



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Background

Nightcliff is where lifestyle meets community. Set in the Coastal and Gardens Neighbourhood, Nightcliff is close to the coastline, with extensive areas of natural assets and a lush, tropical character. Explore City of Darwin's Liveability Platform for data - [Explore Darwin Neighbourhoods — Data Insights Platform](#).

The property is located at 18 Bauhinia Street close to schools, parks and dining and surrounded by residential properties. There are four bus stops within walking distance for ease of access when using public transport (Route 4 & 19).

The Centre has a carpark with eighteen (18) car spaces and three (3) disabled bays.

General Conditions

Purpose of Expression of Interest

An office space has recently become vacant at Tenancy 7, 18 Bauhinia Street, Nightcliff and an Expression of Interest is now open for potential tenants. There are twelve businesses already operating at the Nightcliff Community Centre and this is a unique opportunity to become part of a business ecosystem where you will benefit from proximity to community and groups.

The City of Darwin invites you to submit an Expression of Interest for the future use of the office. The future use could be commercial or for a community purpose. It is your responsibility to ensure that the proposed future use is in accordance with zoning requirements.

How to prepare your submission

1. Carefully read all parts of this document
2. Complete the Submission (Page 7 - 8) and attach any supporting documents
3. Lodge your Submission. The submission must be received by City of Darwin by 2:00pm ACST on Friday 27th February 2026.
4. The submission is to be lodged via the City of Darwin Tender Portal
5. Register for the mandatory inspection of the property.
6. Review Criteria for Subsidy (Annexure A) if applicable.

Contact person

Name: Robyn Wittwer, Manager Property Portfolio

Telephone: 08 8930 0630

Email: property@darwin.nt.gov.au

Process for considering submissions

Upon receipt of the submission, City of Darwin will contact the applicant to notify of the date of the mandatory property inspection.

Following the close of the submission period, City of Darwin may seek further information and supporting documentation from selected applicants.

Factors considered in the review of submission

In reviewing the submissions, City of Darwin will consider response to the Assessment criteria detailed below in the Applicants Submission section.

Legislative requirements

- Northern Territory Local Government Act 2019
- Northern Territory Regulations
- City of Darwin By-Laws
- Lodgement of submissions and delivery method
- Building Act 1993 Northern Territory
- Building Regulations 1993 Northern Territory
- Law of Property Act 2000
- Planning Act 1999
- Planning Regulations 2000

Submissions

The submission must be received by City of Darwin by **2:00pm ACST on Friday 27th February 2026**.

Submissions can be lodged directly to the City of Darwin Tender Portal www.tenderlink.com.au

Rejection of submissions

City of Darwin may not review a submission which is received after the deadline or is not received via one of the methods listed above.

Disclosure of information

Documents and other information relevant to any contract may be disclosed when required by law under the *Freedom of Information Act 1992* or under a Court Order.

Submission validity period

All submissions must remain valid for a minimum period of six months from the closing date.

Ownership of submissions

All documents, materials, articles and information submitted by the applicant will become the property of City of Darwin on submission, provided that the applicant shall be entitled to retain copyright and other intellectual property rights therein.

Canvassing of officials

Any applicant making a submission, or agent acting on their behalf, canvassing the Lord Mayor, Councillors or City of Darwin staff with respect to the preparation, lodgement or assessment of their submission shall have that Expression of Interest automatically disqualified and rejected.

Identity of the applicant

The identity of the applicant is fundamental to City of Darwin. The applicant shall be the person, persons, organisation, corporation or corporations named as the applicant in the Applicants Submission and who's execution appears in the Applicants submission of this Expression of Interest.

Property details

The property is located at Tenancy 7, (Lot 9340) 18 Bauhinia Street Nightcliff NT 0810

Office area: 47m²

The property is used for varying community groups and includes common areas and two meeting rooms which can be hired.

Site restrictions

The land is zoned Mixed Residential under the NT Planning Scheme. For a definition, see the [NT Planning Scheme](#).

Property condition

The site comprises of one vacant office style property within the Nightcliff Community Centre. The office style property has one door entry with three individual offices and an open waiting area. The property is ready for the prospective tenant to make their own space.

Property inspection

Anyone intending to make a submission **is requested to register for a mandatory inspection** of the property with the City of Darwin Property team. Inspections will be held on set dates. Dates will be disclosed to Applicants following submission.

Applicants submission

RESPONSE FORM - REF: Tenancy 7, 18 Bauhinia Street Nightcliff NT 0810

Please complete, sign, and return to City of Darwin. Please attach any supporting information.

Submissions to be lodged at the City of Darwin Tender Portal www.tenderlink.com.au.

I/We (Registered Entity Name): (BLOCK LETTERS)			
of: (REGISTERED STREET ADDRESS)			
ABN (if any):		ACN (if any):	
Telephone No:		Facsimile No:	
E-mail:			
Contact Person:			
I/We agree that I am/we are bound by and will comply with this submission and its associated attachments			
I/We agree that there will be no cost payable by City of Darwin towards the preparation or submission of this submission, irrespective of its outcome.			
I/We agree to attend mandatory inspection of the property required by City of Darwin .			
This submission is true and correct to the best of my/our knowledge.			
Dated this:		day of:	2026
Signature of authorised signatory			
Name of authorized signatory: (BLOCK LETTERS)			
Position:			
Telephone number:			
Authorised signatory postal address:			

Email address:	
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Please respond to the assessment criteria:

Criteria	Weighting	Further detail
Local benefit	30%	<ul style="list-style-type: none"> Alignment with City of Darwin's Strategic Plan 2030. Use of any local subcontractors/staff or First Nations organisations/staff. Percentage or value provided to local businesses or community organisations.
Price	20%	<ul style="list-style-type: none"> Any costs or revenue proposed for City of Darwin.
Past performance	20%	<ul style="list-style-type: none"> References Annual reports Governance and organisational capacity
Proposed use	30%	<ul style="list-style-type: none"> Detailed proposal outlining the proposed use, terms of use, management, and maintenance plan.

Please attach financial evidence or letter from accountant to demonstrate financial fitness.

Property leasing and licensing

Policy No. 6340.100.E.R

1 Purpose

The purpose of this policy is to outline the guiding principles and statements that inform the negotiating position of City of Darwin as new leases or licenses are entered into with organisations using City of Darwin owned or managed property.

The aim of this policy is to ensure properties are allocated to organisations fairly and consistently to meet community needs and to support the use of properties in alignment with City of Darwin strategies.

2 Scope

This policy applies to the leasing and licensing of City of Darwin owned and managed property.

This Policy applies to any form of contract which legally binds, or potentially legally binds, City of Darwin such as:

- formal contracts
- heads of agreement
- in principle agreement
- options to purchase
- leases.

3 Policy statement

City of Darwin owns and manages a diverse portfolio of properties for community and commercial uses.

Leases or licenses are entered into with a variety of organisations ranging from small community groups and sporting clubs to commercial businesses.

Leases and licences are offered through an open market system to protect the integrity and probity of the process. In some cases, an alternative process may be used.

City of Darwin properties are divided into two categories - Community and Commercial.

The following table details the commercial, and community properties currently owned by City of Darwin.

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2	ORD373/24	27 August 2024	27 August 2028

Responsible Officer: General Manager Innovation

Electronic version current. Uncontrolled copy valid only at time of printing.

Property use	Property type	
	Community	Commercial
Childcare centres	X	
Community centres	X	
Community gardens	X	
Community markets	X	
Entertainment centre	X	
Commercial hospitality		X
Incorporated association centre of operation	X	
Land	X	X
Commercial retail	X	X
Sport & recreational facilities	X	

3.1 Eligibility

City of Darwin will only enter into a lease or licence agreement with an entity that is:

- an incorporated association
- an individual or organisation auspiced by an incorporated association or organisation with an Australian Business Number (ABN)
- an individual or organisation with an Australian Business Number (ABN).

City of Darwin will not enter into a lease or licence agreement with entities:

- involved in illicit or inappropriate activities
- involved in any regulatory or legal matter involving City of Darwin
- who are political parties or affiliates
- gambling products or services
- involved in advertising or behaviours, conduct, services and/or products that are inconsistent with City of Darwin's values and strategic directions, or may adversely affect City of Darwin's public image or reputation
- in administration or liquidation, or those that are insolvent or bankrupt.

3.2 Alternative process

An alternative process will be considered where:

- the total cost of the public process will exceed the expected community benefit
- leasing to a government authority or utility provider for essential infrastructure

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- where it is an approved unsolicited proposal
- where a unique service/offering is provided that supports City of Darwin strategies.

Where an alternative process is undertaken, City of Darwin will negotiate directly with relevant entities.

3.3 Assessment criteria

Prospective tenants must submit a written application for the property addressing the below assessment criteria:

Criteria	Community	Commercial
Alignment to City of Darwin's Strategic Plan	X	X
Social and community benefit	X	
Innovation & creativity	X	X
Fit with the local area	X	X
Operational management capability	X	X
Sustainability	X	X
Commercial return		X
Economic impact		X
The proposed term (length)	X	X
The proposed contribution including capital upgrades and maintenance responsibilities	X	X
Risk profile	X	X

Applications will be assessed against each criterion, and each criterion is scored between 0 – 5. If multiple applications are received, the applicant with the highest score will be offered a lease or licence first. Should they not wish to proceed, a lease or licence will be offered to the applicant with the next-highest score.

3.4 Rent

A certified valuer will be engaged to determine market rental values every five years or as required by City of Darwin. Market rent valuations will be used to determine fees for City of Darwin properties.

Commercial tenants are responsible for 100% of commercial terms and market value.

To seek a rental subsidy, community organisations must provide evidence of the following standards on application:

- good governance
- maintenance obligation

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- intended use of the facility
- social inclusion.

Community tenants will also be asked to provide annual general meeting reports and minutes including audited financial reports each year to maintain the subsidy.

All tenants are required to pay a contribution towards utilities.

4 Definitions

Childcare centre means a property that provides childcare services in a specially built or adapted property

Commercial means a property that is used for selling goods or providing services for money rather than community use.

Commercial property means a property that provides financial return and income where rents and returns are set in line with market valuations for the property.

Community property means a property that responds to a community need and where rents are below market on the basis that the property supports a purpose.

Entertainment centre means a property that responds to a community need in an entertainment capacity where rents are below market on the basis that the property supports a purpose.

Facility/facilities means a building, amenity or piece of equipment on City of Darwin land provided for a particular purpose.

Land means any land owned by or in City of Darwin's interest.

Lease means an agreement for exclusive use specifying the conditions under which a lessor (City of Darwin) accepts to let out a property to be used by a lessee.

Licence means an agreement specifying for non-exclusive use specifying the conditions under which a licensee (City of Darwin) accepts to licence out a property to be used by a licensee.

Property/properties means 'Real Property' which encompasses City of Darwin's interest in land and fixtures or structures upon the land.

Real property means a property consisting of land or buildings.

Sport & recreational facilities means building or amenity used by sporting or active recreation organisations to support their activities on City of Darwin land.

Tenant means an organisation or individual that leases or licenses City of Darwin owned Property, Land or Facility.

Unsolicited proposal means a proposal that is defined as an unsolicited proposal in the Unsolicited Proposal Policy and the Unsolicited Proposals Procedure.

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5 Legislative references

Local Government Act 2019 (NT)

Business Tenancies (Fair Dealings) Act 2003 (NT)

6 Procedures / related documents

0088.100.E.R Unsolicited Proposals Policy

7 Responsibility / application

The General Manager Innovation is responsible for implementation and review of this policy.

All relevant City of Darwin employees are responsible for ensuring that they understand and adhere to this policy.

This policy will be reviewed every four years or as required.