

2025  
MASTER BUILDERS VICTORIA  
EXCELLENCE IN  
**CONSTRUCTION**  
AWARDS

**ENTRY GUIDELINES**

ENTRIES CLOSE FRIDAY 21<sup>st</sup> MARCH 2025



# 2025

## MASTER BUILDERS VICTORIA

# EXCELLENCE IN CONSTRUCTION

### AWARDS

## THE AWARDS

The Master Builders Victoria Excellence in Construction Awards acknowledges and celebrates the outstanding achievements and high quality construction of members in the commercial, industrial and civil sector of the building and construction industry.

## ENTRY REQUIREMENTS

- Open to members of The Master Builders Association of Victoria who are involved in commercial, industrial or civil construction.
- Projects must have been constructed by a Master Builders Victoria member. Members with reciprocal membership with Master Builders Victoria are also eligible.
- Projects can be located in metro or regional Victoria. Projects may be situated in another state but can not be located more than 100km away from the Victorian state border.
- Projects must have been completed between the period of 21st March 2023 to 21st March 2025 period with the exception of entries in the Health and Safety category.
- Projects entered previously may not be resubmitted.
- All entered projects are subject to an inspection by our judges. Builders and clients must be present during the inspection.
- If you have any outstanding invoices you may not be eligible to submit entries in the current year's award program until payment is received.

## ENTRY FEES

### FIRST ENTRY ONLY

**\$800** (Includes one complimentary ticket to the awards presentation evening)

### ADDITIONAL ENTRIES

**\$475** (Does not include tickets to the awards presentation evening)

**Note:** No fee applicable for entries in the Excellence in Social Procurement Award category

All fees listed above are inclusive of GST

## KEY DATES

**Friday 21<sup>st</sup> March 2025:** Entries close 11:59pm

**Monday 19<sup>th</sup> May 2025 to Friday 20<sup>th</sup> June**

**2025:** Judging

**Friday 8<sup>th</sup> August 2025:** Winners announced at the awards presentation evening

## JUDGING CRITERIA

Entries will be assessed by the following criteria:

### QUALITY OF CONSTRUCTION

- Structure
- External finishes
- Services
- Joinery/Internal finishes
- Civil works

### SITE MANAGEMENT

- Safety
- Site organisation
- Sustainability initiatives (during construction)

### VALUE FOR MONEY

- Method of contracting
- Finalisation of contract

### INNOVATION

- Construction methodology
- Installation procedures

### PROJECT MANAGEMENT

- Time performance
- Client relationship
- Subcontractor coordination
- Degree of difficulty

## JUDGING INSPECTIONS

Judging will take place between May 19<sup>th</sup> and June 20<sup>th</sup> 2025.

All projects entered in the awards program will be inspected by a judging panel. These inspections are done in person and only in special circumstances may be done via video call. It is important that both the builder and client be present during the on-site inspection to answer any questions posed by the judges. Please allow at least 1 hour per site for inspection.

Entrants will receive at least one week's notice of the inspection time and date. There is limited ability to reschedule allocated inspections. Please ensure you advise us of you and your clients' unavailable dates during the entry process. Whilst Master Builders Victoria cannot guarantee that we can accommodate your request, it will be taken into consideration at the time of scheduling.

The judges' decision is final and binding. If in the opinion of the judges the entries do not reach the quality standard for the competition, the judges and Master Builders Victoria in their discretion may decide not to grant an award in that category. The judges may also at their discretion reclassify any entry. Should this occur, affected entrants will be notified in advance.

Once the judging process has been completed for all entries, entrants will be notified. Please note, Master Builders Victoria does not shortlist or announce finalists. All eligible entries that meet the entry requirements and pass the judges inspection are acknowledged as nominees at the awards night.

## AWARDS PRESENTATION EVENING

The awards presentation evening will be held on Friday 8th August 2025.

# ENTRY CHECKLIST

Supporting documentation is required with your entry providing judges with information regarding the project prior to inspection.

Once you have the following components, you are ready to begin your online submission at: [masterbuildersvic.awardsplatform.com](https://masterbuildersvic.awardsplatform.com)

## A. ENTRANT INFORMATION

Entrants will be asked to provide general information such as Project Name, Company Name, Award Acceptor Name, Company Contact, MBV Membership Number and Builders Registration Number. Make sure you have this information at the ready.

## B. WRITTEN RESPONSES

### COMMERCIAL CATEGORIES CRITERIA

1. Brief history and description of your business including any unique or interesting facts about it
2. Scope of works
3. Quality of construction
4. Project management
5. Value for money
6. Innovation
7. Site management
8. Principal Contractors
9. Key personnel

### EXCELLENCE IN HEALTH AND SAFETY AWARD CRITERIA

1. Scope of works
2. Communication and consultation
3. Innovation and higher order control solutions
4. Safety management systems
5. Safety culture
6. Safety in design
7. Principal contractors
8. Key personnel

### HOMES VICTORIA EXCELLENCE IN SOCIAL PROCUREMENT AWARD CRITERIA

1. Provide a brief history and description of your business and project
2. Scope of works
3. Social and economic impact and outcomes
4. Supplier diversity and inclusion
5. Environmental sustainability practices, policy or framework
6. Social procurement monitoring and evaluation framework
7. Social procurement policy Community engagement plan
8. Workforce development programs created to train and develop the local workforce or underrepresented groups

### BEST SUSTAINABLE PROJECT CATEGORY CRITERIA

Contact the Master Builders Victoria Events Team for the criteria and checklist that is required to enter in this category.

## C. ENTRY IMAGES

Submission of digital images are a requirement of the entry process and must meet the following specifications:

- A minimum of **eight landscape images** must be submitted. This must include one 'Hero Image' which for most entries will be a front exterior shot, with the exception of the Fitout categories as this should show the internal fitout. Additional images submitted should show a varied range of the entry's key features and spaces, both internally and externally.
- Images must be taken by a **professional photographer**. Remember, these images are used in the awards presentation, magazine publications and some additional media coverage.
- Images should meet a **minimum resolution of 300dpi** with an image size of 21cm x 29cm (equates to A4 in size maximum). If your images are not of high quality, you could be asked to resubmit them.
- Images need to be submitted in **JPEG file type only** (please do not submit PDF, PPT or TIFF file types).
- For entries in the Health and Safety category, please include images that highlight the health and safety features.
- For entries in the the Best Sustainable Project category, please include images that highlight the sustainable features.

## D. SUPPORTING DOCUMENTATION

Please provide the following documents attached with your entry:

- Plans – Elevations and Floorplan (max A3 size).
- Building permit.
- Occupancy permit or certificate of final inspection.
- Contract - Pages submitted must include the title page (including the name of builder, client information, address of project) the page that displays contract price, and final statement (signing page).
- Signed Authority Form - This is available for download from the awards portal under the attachments section.
- Letter of Declaration - On company letterhead, stating that there were no serious injuries or deaths on-site during construction. As well as no litigation or disputes relating to the project and that all legal and financial obligations have been met including to sub-contractors.

# MASTER BUILDERS VICTORIA AWARD CATEGORIES

## COMMERCIAL AWARD CATEGORIES

### EXCELLENCE IN FITOUT

- UNDER \$5M
- \$5M - \$10M
- OVER \$10M

### EXCELLENCE IN CONSTRUCTION OF COMMERCIAL BUILDINGS

- UNDER \$3M
- \$3M - \$5M
- \$5M - \$10M
- \$10M - \$15M
- \$15M - \$20M
- \$20M - \$30M
- \$30M - \$80M
- OVER \$80M

### EXCELLENCE IN APARTMENT BUILDINGS

- LOWRISE
- MEDIUMRISE
- HIGHRISE

### EXCELLENCE IN CONSTRUCTION OF INDUSTRIAL BUILDINGS

### EXCELLENCE IN CIVIL CONSTRUCTION

- UNDER \$10M
- \$10M - \$25M
- \$25M - \$50M
- OVER \$50M

### EXCELLENCE IN HEALTH AND SAFETY

### HOMES VICTORIA EXCELLENCE IN SOCIAL PROCUREMENT AWARD

This award category recognises projects where social procurement has been implemented and improved outcomes for social impact, ethical practices and community engagement have been achieved.

### BEST SUSTAINABLE PROJECT

Entries in this category are judged on a range of sustainability, energy saving features and occupant health. This may include features such as the materials used, passive solar design elements, low energy use appliances and renewable energy.

- UNDER \$30M
- OVER \$30M

### BEST SPECIALIST CONTRACTOR

### JUDGES' CHOICE AWARDS

Nominations are not applicable for the following categories:

- **YOUNG BUILDER OF THE YEAR\***
- **REGIONAL BUILDER OF THE YEAR\*\***
- **MASTER BUILDER OF THE YEAR\***

*Note: \*All commercial, industrial and civil categories include new construction, renovations, additions and refurbishments. Commercial buildings also include high rise units. Industrial buildings are constructed for the primary purpose of industry such as, but not limited to manufacturing, agriculture, service and warehousing. An industrial building may include within the complex facilities for administration, training and amenities. \*All entries will be automatically reviewed for these categories. \*\* The Regional Builder of the Year will be awarded from the finalists of the 2024 Master Builders Victoria Regional Building Awards program.*

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## FREQUENTLY ASKED QUESTIONS

### **Who can enter the Master Builders Victoria Building Excellence Awards?**

The awards are open to all Master Builders Victoria members within the commercial sector of the building and construction industry. To be eligible for entry the project must have been completed within a two-year period prior and have reached practical completion by the entry closing date.

### **Why should I enter?**

Entering the Master Builders awards programs offers members valuable recognition, boosting their reputation and credibility in the industry. It provides marketing exposure, enhances client trust, and creates networking opportunities with industry leaders. Being an entrant can serve as a powerful marketing tool, attract new business, and motivate teams. Additionally, it allows builders to benchmark their work against industry standards, providing a competitive edge that can lead to longterm growth and more high-profile projects.

### **How should I put my entry together?**

We recommend members read through this document and review the entry checklist section to ensure they have all the required information to begin an entry. Members should then start their online submission via our online awards platform: [masterbuildersvic.awardsplatform.com](https://masterbuildersvic.awardsplatform.com) and follow the step-by-step process to submit all required information and images. You can continue to make changes or update your submission right up until deadline. It is a simple platform to use, there are step by step instructions to follow as the platform prompts you along the way. Make sure you submit your entry before the deadline. From there, judges will view your completed submissions online and will still conduct an inspection of the entered project.

### **Are the winners notified before the awards presentation evening?**

Master Builders Victoria does not shortlist or announce finalists prior to the awards night, nor do we announce or notify winners prior to the awards night. If your entry meets the entry requirements and passes the judges inspection, it will then automatically proceed to being a nominee for that category. You will be informed when you received your nominee badge and invite to the awards night.

### **Can the judges provide me with feedback?**

Unfortunately not, judges scores and comments are confidential and are not able to be shared with members to maintain fairness across the board. If members are found to be contacting the judges directly requesting feedback about their entries, Master Builders Victoria holds the right to reject or withdraw their entry from the program.

### **Can I have more time to submit my entry?**

Only in very exceptional circumstances can Master Builders Victoria provide members with an extension to their submission deadline. If you think you might require addition time in these circumstances, you will need to inform the events team in writing with as much notice as possible. The team leader will then approve or deny the request for an extension in writing. Requests that haven't been approved by the Master Builders team will not be honoured.

### **Can I enter the same project as last year?**

No, previous entries may not be resubmitted.

### **MEDIA COVERAGE**

Media coverage of the Master Builders Victoria Excellence in Construction Awards includes (but is not limited to) the Master Builders Victoria Construction Awards magazine Master Builders Victoria website and social media, and Master Builder Magazine. Please be aware you may be contacted by the publishers of the 'Excellence in Construction Awards' to discuss advertising opportunities for this publication.

Editorial comments and photographic display of the projects entered will be at the discretion of the appropriate media and Master Builders Victoria. Whilst it is the aim of Master Builders Victoria to feature the work of entrants accurately, there will be no responsibility taken for discrepancy, error, omission or misrepresentation of that entry in any media report. Master Builders Victoria also promotes the awards on social media channels.

### **FURTHER INFORMATION**

For further information please contact the events team via email [events@mbav.com.au](mailto:events@mbav.com.au)

### **HOW TO ENTER:**

All entries for the 2025 Master Builders Victoria Excellence in Construction Awards are to be submitted through our awards platform by 11:59pm Friday 21<sup>st</sup> March 2025  
[masterbuildersvic.awardsplatform.com](https://masterbuildersvic.awardsplatform.com)

