



Australian Government

Department of Education, Employment and Workplace Relations

Annual Procurement Plan for 2008-09

Department of Education, Employment and Workplace Relations (DEEWR)

DEEWR implements Australian Government policies and programs to provide child care, education and training opportunities, to increase employment participation and to ensure fair and productive workplaces. DEEWR has about 6,000 staff. The national office is in Canberra and there are offices in each State/Territory capital, regional offices and several overseas posts. More information about DEEWR is at <http://www.deewr.gov.au>.

Strategic Procurement Outlook

The procurement activities of DEEWR support the delivery of services to the Department and its clients. DEEWR selects marketplace solutions, both domestic and international, that are innovative, effective and efficient and that offer value for money. DEEWR conducts all its procurement activities in accordance with the Commonwealth Procurement Guidelines (CPGs) and its own internal processes consistent with the CPGs.

References for Suppliers

The following publications help suppliers understand how the Government procures and how they can approach selling their goods and services to the Government:

- **Selling to the Australian Government: A guide for business** at http://www.finance.gov.au/procurement/selling_aust_govt.html
- **Commonwealth Procurement Guidelines** at http://www.finance.gov.au/procurement/procurement_guidelines.html

Approaches to Market (ATMs)

All open ATMs by DEEWR will be advertised on **AusTender** at www.tenders.gov.au. DEEWR also provides ATM documents to potential suppliers via AusTender.

To search AusTender for information about DEEWR ATMs click on Current ATMs (under View), select **Advanced Search**, click on Select an Agency (under **Refine your search by agency?**) and select Department of Education, Employment and Workplace Relations, then click on the **Proceed to step 2** button to further refine the search.

Planned Procurements for 2008-09

The information below is for planning purposes only. It does not represent a solicitation or constitute a request for proposal, nor is it a commitment by the Government to purchase the described property or services. Also, all procurements listed are subject to revision or cancellation at any time.

DEEWR has panel arrangements, funding deeds and other agreements with suppliers. Planned procurements through these agreements are not listed below.

The table below will be updated before each quarter in 2008-09. **(Last updated 30 June 2008.)**

Type of Service	Reference	Date Listed in This APP	Description	Estimated Month of Approach to Market	Status/Comments
Building and Construction	BC1	30.6.08	Construct priority Early Learning & Care Centres. 38 priority centres are to be constructed. This procurement is to cover the centres for which the relevant State/Territory government elects to not manage the construction. The procurement will be open to co-investment with local or other government agencies, community organisations and private enterprise.	July 2008	
	BC2	30.6.08	Assess the capital works components of Trade Training Centres in Schools Program proposals.	August 2008	
Call Centres	CC1	30.6.08	Deliver the Child Care Access Hotline (CCAH). The CCAH currently receives about 40,000 calls per year. The contract will probably be for 3-4 years.	November 2008 - February 2009	
Education and Training Services	ET1	30.6.08	Develop career development resources for use with primary school students.	July 2008	
	ET2	30.6.08	Develop content of workshops in 'Using ICT in the Teaching of Mathematics, English and Science' by the end of 2008. Run the two-day workshops in 50 locations including regional areas in 2009.	July 2008	
	ET3	30.6.08	Procurement and contract management training, covering the use of DEEWR systems and processes. Training in current systems is planned for about 1,000 staff in 2008-09. Training in future systems is planned for about 6,000 staff in 2009-10.	August/September 2008	To be a panel agreement.
	ET4	30.6.08	OHS on-line training.	September 2008	
	ET5	30.6.08	Language, literacy and numeracy training, assessment and independent verification services, for the Language, Literacy and Numeracy Program (LLNP). This procurement is for the program's services over 2008-2012. The program is expected to service about 30,000 disadvantaged clients per year. There are currently 40 service providers.	September 2008	
	ET6	30.6.08	Registered Training Organisation (RTO) services to support an accredited Diploma of Government (Contract Management). The services are to include providing the course via a website, face-to-face teaching as required and assessing the students. About 350 students are expected per year.	November 2008	The current contract is to expire in April 2009. It is to be replaced by a new contract via an open tender process.
	ET7	30.6.08	Pre-vocation training for the Australian Apprenticeships Access Program. The new contracts are expected to cover the next 3-4 years. The contracts are expected to jointly service about 9,500 disadvantaged job seekers per year.	January 2009	Funding for new contracts is yet to be finalised.
Employment Services	E1	30.6.08	Suite of integrated employment services to be delivered by contracted organisations for three years from 1 July 2009. This excludes Vocational Rehabilitation Services and the Disability Employment Network. The total value of this procurement is estimated to be about \$3.7 billion.	Exposure Draft of the Request For Tender (RFT) and Draft Contract are to be released in August 2008. Final RFT is to be released in September 2008.	
Human Resources Services	HR1	30.6.08	Salary packaging services for a user-pays service for DEEWR staff. About 600 staff are expected to use the service. Former Requests for Tender have been discontinued.	July 2008	

	HR2	30.6.08	Human resource metrics reporting and benchmarking. For example, data on unscheduled absences and staff leaving DEEWR, to use for workforce planning. The current contract is to expire in May 2009.	September 2008	
	HR3	30.6.08	Deliver a new Employee Assistance Program (EAP) for DEEWR staff. The Employment & Workplace Relations EAP contract is to expire in October 2008. The Education, Science & Training EAP contract has been extended until April 2009. The new contract will probably be for three years, with possible extensions. A rough estimate of expected usage is 200 cases per year.	October 2008	
Information and Communication Technology	ICT1	30.6.08	Building access recording equipment.	July 2008	
	ICT2	30.6.08	Panel for IT hardware suppliers.	September 2008	
	ICT3	30.6.08	Analyse technical issues with the network architecture needed to connect education networks. These networks are associated with the Fibre Connections to Schools initiative.	March 2009	
	ICT4	30.6.08	Intel-based servers.	March 2009	
	ICT5	30.6.08	Microsoft large account reseller.	March 2009	
	ICT6	30.6.08	Desktop hardware.	April 2009	
	ICT7	30.6.08	Mobile phone services.	April 2009	
Information Management	IM1	30.6.08	Review current data arrangements for Vocational Education and Training (VET) with particular focus on data gaps and issues around administrative and collection procedures.	June 2008	Out to tender until 4 July 2008.
	IM2	30.6.08	Verification of non-government schools' financial questionnaire data.	August 2008	
Insurance Services	I1	30.6.08	Insurance brokerage services - to arrange and administer insurance coverage for Departmental work experience programs.	March 2009	
	I2	30.6.08	Personal accident insurance and public/product liability insurance for Work for the Dole and Community Work participants. Public liability insurance for Green Corps participants.	March 2009	Procurement will be conducted through Marsh Pty Ltd, the Department's contracted insurance broker.
	I3	30.6.08	Personal accident insurance and public/product liability insurance for Work Experience Placement program participants.	April 2009	Procurement will be conducted through Marsh Pty Ltd, the Department's contracted insurance broker.
Office Services	OS1	30.6.08	Freight and courier services from 2008 to 2013. The services are to cover an estimated 7,000 items of air freight and 1,000 items of interstate/intrastate freight, per year.	July 2008	
	OS2	30.6.08	Removalist and storage services for DEEWR. This will include developing and maintaining an asset register.	August 2008	Procurement may be undertaken by property services provider.
	OS3	30.6.08	Storage and retrieval of departmental records.	December 2008 / January 2009	
Research and Evaluation	RE1	30.6.08	Conduct research project 'Young People Not Studying, Not Working and Not Receiving Welfare Payments: Are They At Risk?'	TBA	RFT is to be drafted.
	RE2	30.6.08	Research support for Australian Youth Forum (AYF). To obtain evidence to develop policy on youth issues, from researchers, academics and experts in the field.	TBA	

	RE3	30.6.08	Review of Teaching Australia - Australian Institute for Teaching and School Leadership. The review is to be completed by mid-September 2008.	June/July 2008	
	RE4	30.6.08	Develop graduate and program standards and a business case for a national accreditation system for teacher education courses.	July 2008	
	RE5	30.6.08	Develop National Early Years Learning Framework. The Framework will describe the capabilities which demonstrate the continuum of development for young children, with a focus on play-based learning, the role of teachers in facilitating children's learning, the development of early literacy, numeracy and social development and successful transition to formal schooling.	July 2008	
	RE6	30.6.08	Develop national teacher standards at competent, accomplished and leadership levels. These standards will be used to underpin future support for teacher professional development and career progression.	July 2008	
	RE7	30.6.08	Evaluate Mentor Marketplace Program.	July 2008	Initial planning is in place, based on FaCSIA approach to evaluations.
	RE8	30.6.08	Research support for Office of Youth (OfY). To obtain evidence to develop policy on youth issues, from researchers, academics and experts in the field.	July 2008	In the drafting stage.
	RE9	30.6.08	Survey external stakeholders about their preferences in communicating with DEEWR. Develop a stakeholder perception survey methodology for future surveys. This work is proposed to be part of a broader research project.	July 2008	
	RE10	30.6.08	Modelling work related to the Child Care Quality Reforms. This may cover cost-benefit analysis, cost supply issues and regulatory impacts.	July/August 2008	Currently being scoped.
	RE11	30.6.08	Map existing on-line curriculum content, including exemplary curriculum support and professional learning materials and tools. Identify gaps and needs in the key subject areas of English, mathematics, the sciences, history, geography and languages.	August 2008	
	RE12	30.6.08	Evaluate YouthLinx Program, including needs analysis.	September 2008	In the planning stage.
	RE13	30.6.08	Develop an economic development plan for Palm and Mornington Islands. The plan is to take into account previous studies and businesses that no longer exist.	October 2008	A second procurement is also expected, to implement the economic development plan.
	RE14	30.6.08	Evaluate the Connections program. Connections provides education and personal development for teenagers who have been disconnected from mainstream schooling for three months or more.	October/November 2008	
	RE15	30.6.08	Evaluate the Language, Literacy and Numeracy Program (LLNP).	March 2009	
	RE16	30.6.08	Consultancy to support the addition of new contact centre services.	April 2009	
Staffing	S1	30.6.08	IT personnel.	on-going	
Web Services	W1	30.6.08	Design a new DEEWR website.	June/July 2008	
	W2	30.6.08	Design, build, host and maintain an interactive website for the interim National Curriculum Board.	July 2008	
	W3	30.6.08	Host the web site training.gov.au.	December 2008	