



# Commonwealth Procurement and Contract Management Awards for Excellence

## Information kit

Entities are invited to submit a nomination for the 2026 Commonwealth Procurement and Contract Management Awards for Excellence (the Awards).

Entities can self-nominate in one or more of the following three categories:

- Contract Management Capability
- Collaboration and Engagement with Industry
- APS Leader in Procurement and/or Contract Management

## Overview

The Awards recognise the professionalism and capability of procurement and contract management professionals in the Australian Public Service, drive effective engagement with the business community, and demonstrate a commitment to excellence. The Awards help to demonstrate the important role procurement and contract management plays in delivering outcomes for government and citizens and showcases the commitment to excellence in achieving value for money outcomes.

There are benefits to entities participating in the Awards, such as:

- raising the profile of procurement and contract management within entities
- uplifting the capability of the procurement and contract management cohort, and
- recognition of examples of excellence in Commonwealth procurement and contract management practice.

Nominations should be for procurement and contract management activities conducted in the past few years where benefits and outcomes have been realised.

Nominations are not restricted to a procurement activity. Entities are encouraged to consider other elements such as stakeholder engagement, relationship and contract management, continuous improvement and application of lessons learned when identifying excellence in procurement and contract management.

All award nominations must be endorsed by a Senior Executive Service or equivalent officer.

## Key dates

Dates	Milestone
20 April 2026	Nominations open
19 June 2026	Nominations close
June-August 2026	Shortlisting and judging
August 2026	Award recipients notified
1 September 2026	Awards Ceremony

## Evaluation

Evaluation of nominations takes place in two stages – shortlisting and judging.

Excellence is recognised in the form of a Gold Award to signify the overall category winner/s. Recognition through a ‘Highly Commended’ may also be awarded to a nomination that meets most of the criteria, has strong substantive information about claims and can demonstrate identification or an effective measurement system of evolving benefits realisation.

### Gold

- All criteria are addressed in the nomination.
- Substantive information about claims is presented when requested.
- Benefits have been realised and can be measured.

### Highly Commended

- Demonstrated contribution to the category.
- Substantive information about claims is presented when requested.
- Evolving benefits are being realised and an effective measurement system has been identified.

Following an initial assessment against the criteria, the shortlisted nominations will be passed to the judging panel for final decision.

The decision stage is conducted by the judging panel and includes a 20-minute presentation to the panel by nominees, followed by approximately 25 minutes for questions and answers. Further information on the Judging Panel Presentation can be found below.

Supplementary material may be requested by the judging panel if required.

## Judging panel

A panel of judges will be convened to evaluate shortlisted nominations and determine award recipients.

To ensure diversity and different perspectives, the judging panel will be comprised of a Department of Finance representative, and representatives from either other Commonwealth entities, state or territory entities, or the business community.

Dependent on the nominations received, two Gold Awards may be awarded for each category, one for entities with 250 or less FTE, and one for entities with 251 and over FTE.

The judges will reserve the right to not offer an award if suitable nominations are not received. All decisions will be final.

## Nomination and judging criteria

Each award category is unique and will have its own nomination criteria, however there is a common element across all categories – a demonstrated commitment to excellence.

Judges will assess nominations against the nomination criteria for each category.

## To help you complete your nomination

To present your nomination in the best possible way, please read the following tips, and keep them in mind when completing your nomination.

- You can nominate for any or all of the categories.
- Use the nomination templates provided to develop and submit your nomination. This will ensure a standard format for nomination and ease of evaluation.
- Your response to each criterion for each category should not exceed 500 words, we request you do not include links in your response.
- When addressing the selection criteria, provide a brief outline of the situation or setting, what action was undertaken and how this action achieved the desired outcomes.
- Focus on results and describe the specific outcomes and benefits that were achieved. Avoid the use of generic statements.
- Provide relevant examples to use as evidence of your entity's achievements, including how those achievements were measured.
- If submitting supplementary material, only include content directly related to your nomination keeping it succinct and targeted. If your nomination is shortlisted for an award, the judging panel may invite submission of additional material.

## How to lodge your nomination

Nomination templates can be found on the Finance website for the [2026 Commonwealth Procurement and Contract Management Awards for Excellence](#).

Nominations and any supplementary material should be lodged via email to [procurementexcellence@finance.gov.au](mailto:procurementexcellence@finance.gov.au) by **COB 19 June 2026**. A confirmation email will be sent upon receipt of your nomination.

## Judging panel presentation

For those shortlisted, you will be asked to present to the judging panel. The presentation should not exceed 20 minutes. On completion of your presentation, the judging panel will ask questions or seek further detail for a period of up to 25 minutes.

An information session will be held so you can ask questions to help you prepare for your presentation.

Key points to consider when preparing a presentation:

- Be concise – you need to be able to tell your story in 20 minutes.
- Limit the repetition of information contained in your nomination.
- Be specific on how you did things.
- Ensure that you focus on results.

Further details on the presentation aspect of the judging process will be provided to shortlisted entities.

## Information and support

If you would like further information or clarification on the nomination process, or would like to discuss the Awards, please contact the Procurement and Contract Management Profession team at [procurementexcellence@finance.gov.au](mailto:procurementexcellence@finance.gov.au).

## Privacy policy

Information about the Department's privacy policy, and details about how personal information about an individual is collected and handled, including how to make a complaint about the handling of your personal information, is contained in Finance's Privacy Policy available on the [Department of Finance Website](#).