



Australian Government
Department of Finance

ADDENDUM NUMBER 8 – FIN/PP02/22 Phase 2

People Panel Phase 2 – Labour Hire Services for the Australian Government

Date of Issue for this Addendum: 01 December 2022

This Addendum is issued in accordance with paragraphs 5.2 and 6.1 of the Request for Tender (RFT).

Statement of Tax Requirements

In accordance with section 8 of the RFT, Respondents were provided an option to submit in the 360 Tendering System a copy of their Statement of Tax Record (STR) documentation prior to the RFT Closing Time to seek a preliminary view as to whether their STR(s) would, if submitted by the Respondent in their Tender meet the Minimum Content and Format Requirement specified in paragraph 8.3.3 of the RFT.

The optional STR preliminary check closed at 2.00pm AEDST 28 November 2022.

To assist Respondents to meet the Minimum Content and Format Requirement specified in paragraph 8.3.3 of the RFT, Finance is disclosing the common issues identified during the optional STR preliminary check:

1. Invalid Expiry Date at the Closing Time of the RFT

The satisfactory STR must be valid at the time of the tender closing.

The Closing Time of the RFT is 2pm **19 December 2022**. An STR that expires before the Closing Time of the RFT would **not meet** the Minimum Content and Format Requirement specified in the RFT.

Example of valid expiry date:	Example of invalid expiry date:
<p>Date of issue: 15 September 2022 Date of expiry: 15 March 2023</p>	<p>Date of issue: 13 December 2021 Date of expiry: 13 December 2022</p>

Note: The STR expiry date is located at the top right hand side of the STR document. Refer to subparagraphs 8.3 and 9.5, and Attachment J of the RFT for further guidance.

2. Omitted STR document for partnerships, trusts, joint ventures and consolidated groups

The Respondent must submit valid and satisfactory STRs for their entity structure. This includes any partnerships, trusts, joint ventures and consolidated groups.

Respondents should review their STR document to identify if any other STR documentation is required.

Examples for 'Other required documents' in STR document:	
Partner or Trustee	<p>Other required documents</p> <p>Partner or trustee</p> <p>This entity has applied as partner or trustee of a business that is tendering for a Commonwealth government contract. The partnership or trust will also need to provide a statement of tax record to satisfy the Procurement Connected Policy.</p>
Consolidated Group	<p>Other required documents</p> <p>Consolidated group</p> <p>This entity is part of a consolidated group for income tax (IT) purposes. Its IT group head will also need to provide its own statement of tax record to satisfy the Procurement Connected Policy.</p>

If additional STR(s) are required and not provided, the Tender would **not meet** the Minimum Content and Format Requirement specified in the RFT.

Refer to subparagraphs 8.3 and 9.5, and Attachment J of the RFT for further guidance.

3. Incorrect documentation provided

Examples of incorrect documents provided are STR – Taxpayer reports and financial statements.

A taxpayer report is provided for your own reference. You do not need to provide the taxpayer report when responding to the tender. The taxpayer report would **not meet** the Minimum Content and Format Requirement specified in the RFT.

Respondents are to ensure they are submitting the correct STR document. Refer to subparagraphs 8.3 and 9.5, and Attachment J of the RFT for further guidance.

For assistance in obtaining an STR please visit the [Australian Taxation Office website here](#), or at www.ato.gov.au.

-- End of Addendum --