



Australian Government
Department of Finance

ADDENDUM NUMBER 5 – FIN/PP03/23Phase3
PEOPLE PANEL PROFESSIONAL CONTRACTOR SERVICES

Date of Issue for this Addendum: 14 November 2024

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

This Addendum 5 provides:

- answers to a number of the questions asked at the Industry Briefing session held on 8 November 2024;
- a link to the recording of the live Industry Briefing; and
- the Industry Briefing slides at Attachments A and B to this Addendum.

Industry Briefing video link

A video recording of the live Industry Briefing session held on 8 November 2024 can be accessed through the following link (please allow a minute or so for this to open or download):

[Industry Briefing Recording](#)

The questions and answers addressed during the live session and the majority of the questions asked by interested parties using the live 'Questions and Answer' feature have been answered below. Any outstanding questions will be answered in a future addendum.

Industry Briefing slides

The Industry Briefing slides are at **Attachments A** and **B** to this Addendum 5.

Industry Briefing questions and responses

Question 1	
Question	We regularly encounter APS personnel who are unwilling to act as referees for case studies because of their concerns around probity. Can you provide tenderers with communications from DOF we can share with potential referees to allay their concerns and reassure them that their careers will not be put at risk by refereeing for tenderers to the PPP3?
Answer	Finance has no authority under which to issue a communication to other Commonwealth Entities compelling them to provide referee reports for the purpose of this RFT, however Entities are able to raise any particular concerns in providing such a report by contacting PeoplePanel@finance.gov.au .

Question 2	
Question	Can examples of subcontractor projects be used when answering Technical Capability questions?
Answer	<p>In accordance with paragraph 10.4 of this RFT, Tenderers will be assessed as to the extent to which the Tenderer demonstrates its capability to provide the Offered Services.</p> <p>Additionally, the Tenderer has provision to:</p> <p>(d) identify whether the Tenderer has recently increased or undertaken other significant changes which would enhance their capability to deliver or supply the services in their nominated Service Categories. (200 word limit)</p>
Question 3	
Question	Can you please clarify whether the engineering & technical roles shown in the APS Job Family spreadsheet are covered by this tender or are they out of scope. If out of scope, when will they be tendered?
Answer	<p>Tenderers should refer to paragraph 3 of this RFT and Attachment B – Work Level Standards and Service Categories for the scope of the People Panel Professional Contractor Services arrangement.</p> <p>In accordance with paragraph 3.2.1 of this RFT, the following services are considered out of scope under the Professional Contractor Services Panel:</p> <p>(g) services provided under other Whole of Australian Government Coordinated Procurement Arrangements such as legal services and property service roles, and services provided under the Management Advisory Services Panel</p> <p>The People Panel Phase 2 – Labour Hire Services (LHS) Panel (SON3965020) covers the provision of labour hire workers (APS1 – SES equivalent). The People Panel Phase 2 – LHS Panel commenced in August 2023. There are currently no opportunities to join the Phase 2 arrangements.</p> <p>To be notified of future People Panel procurement information (including any refresh opportunities) potential Tenderers can watch the Planned Procurement on AusTender and when a linked approach to market is published you will be instantly notified via email by AusTender.</p>
Question 4	
Question	<p>With reference to the RFT Document, and the table listed within 10.4 Stage 2: Detailed Evaluation, Evaluation Criterion 2 - Technical Capability item (c):</p> <p>Does Finance expect References to address the specific examples we provide for each service category, or will they need to speak more broadly to our overall capability within each service category?</p>
Answer	<p>Tenderers should refer to paragraph 8.17.1(e) of this RFT which states:</p> <p>(e) information provided by the Tenderer relating to particular experience for which the Tenderer has nominated a referee under paragraph 8.4.2, may be disclosed by Finance to that referee for the purposes of evaluating the Tenderer's Tender, including information relating to:</p> <ul style="list-style-type: none"> (i) the title of the relevant project; (ii) the dates of past engagements with the referee; (iii) whether the services were solely provided by the Tenderer (and if not, a description of the Tenderer's role in the delivery of the services) (iv) the approximate value of any engagement(s); and (v) a description of the work undertaken.

Question 5	
Question	It was mentioned that 20 panels were considered as part of preparing this bid. However, there are only 4 listed in the RFT section 1.1.6. Does that mean the other panels considered were out of scope? If not, what other panels are in scope? The services Categories are very broad and we are hoping this information will help us prepare our response to the technical criteria for each services category. Can the meaning of 1.1.6(b) please be clarified "other Professional Contractor Service-related categories on current broader services panels."
Answer	Tenderers are to refer to Part A – People Panel paragraph 1 - Establishing the People Panel and Part B – About this Request for Tender, paragraph 3 Scope of the Panel of the RFT. Finance will work with the Panel Owners of all panels with services that are in scope of People Panel Professional Contractor Services to ensure alignment with the Professional Contractor Services Panel once established.
Question 6	
Question	Do we need to nominate the names of each employee or subcontractor who will be delivering the services?
Answer	No. Tenderers are to refer to paragraph 10.4 and the 360 Public Portal Tender Response Questionnaire of this RFT.
Question 7	
Question	Can I confirm that you said executive search services are excluded from this panel? If so will executive search and executive interim services be tendered in a subsequent request for tender?
Answer	Tenderers should refer to paragraph 3 of this RFT and Attachment B – Work Level Standards and Service Categories for the scope of the People Panel Professional Contractor Services arrangement. <u>The People Panel Phase 1 – Recruitment and Search Services (R&SS) (SON3897769)</u> covers recruitment of APS personnel required by a Commonwealth entity for ongoing and non-going positions, and search activities relating to board positions.
Question 8	
Question	Could you please explain in a bit more detail the distinction between the services delivered under People Panel Phase 2 and People Panel Phase 3? While the RFT states that services provided under People Panel Phase 2 are outside the scope of this procurement, there appears to be a significant possible overlap between the services that could be provided under Phase 2 and Phase 3.
Answer	Tenderers should refer to paragraph 3.1 - Services included in Professional Contractor Services of this RFT. <u>The People Panel Phase 2 – Labour Hire Services (LHS) Panel (SON3965020)</u> covers the provision of labour hire workers (APS1 – SES equivalent) for a defined period in a triangular employment arrangement" where a government entity procures a labour hire company to provide a worker to undertake a temporary role which is often generalist in nature.

Question 9	
Question	The Defence Brief indicated people panel skillsets will be removed from the Defence Capability Support Panel (DCSP). I note that this Panel includes a number of Program and Project Management skillsets that it is difficult to imagine won't be required on DCSP tasks. Similarly with Data Analytics which is an engineering discipline as well. Can the Commonwealth explain how these overlapping skillset requirements will be addressed across the Panels?
Answer	Tenderers are to refer to Part A – People Panel paragraph 1 - Establishing the People Panel and Part B – About this Request for Tender, paragraph 3 Scope of the Panel of the RFT. Finance will work with the Panel Owners of all panels with services that are in scope of People Panel Professional Contractor Services to ensure alignment with the Professional Contractor Services Panel once established.
Question 10	
Question	What avenues are coming up for consultants as per RMG 423 (noting that this work is out of scope for this PP03 phase)?
Answer	<p>The Management Advisory Services Panel is in place for consultancy services. Further information on the Management Advisory Services Panel is available on the Finance website.</p> <p>To be notified of future Management Advisory Services Panel procurement information (including any refresh opportunities) potential Tenderers can watch the Planned Procurement on AusTender and when a linked approach to market is published you will be instantly notified via email by AusTender.</p> <p>You can register as a user on AusTender for free, to receive notifications on procurement opportunities, and to respond to the opportunities that you are interested in. For detailed tips and advice, please visit the Become a Registered User page on the AusTender Help and Information Centre site.</p>
Question 11	
Question	Is this panel aimed more at non-technology based roles such as trade and traditional academic roles such as legal and medical? Academic level and years of tenure does not always reflect fair market value for resources (eg. certain tech specialisations).
Answer	Tenderers should refer to paragraph 3 of this RFT and Attachment B – Work Level Standards and Service Categories for the scope of the People Panel Professional Contractor Services arrangement.
Question 12	
Question	Is the daily rate based on 7.5 hours or 8 hours?
Answer	The Daily Rate is based on working up to 8 hours during a Standard Working Day (Standard Working Hours), unless specified otherwise in an Order (per clause 1.1 Definitions, Schedule 2, and Schedule 8 in Attachment C – Draft Panel Head Agreement for Professional Contractor Services).

Question 13	
Question	Is there a reason that this panel has decided to not align itself to the Skills Framework for the Information Age (SFIA) framework? Is there a mapping between the Work Level Standards and SFIA levels?
Answer	SFIA defines the skills and competencies required by professionals who design, develop, implement, manage and protect the data and technology that power the digital world. As per paragraph 3.2 of this RFT, ICT service roles (roles commonly listed in the ICT and Digital Solutions Job Family) are out of scope of the People Panel Professional Contractor Services arrangement.
Question 14	
Question	Would the Commonwealth define Statutory and Non-Statutory Appointments more clearly as by itself that statement suggests all appointments are not included.
Answer	A Statutory appointment is a person who holds a position to which duties and functions are specifically assigned in legislation. A Non-Statutory appointment is typically voluntary in nature such as appointment to an audit committee or consultative committee. Merit based Statutory appointments are in scope of Phase 1 People Panel – Recruitment and Search Services (Phase 1). Further information on Phase 1 can be found on the Department of Finance’s internet site: Recruitment and Search Services Panel Overview Department of Finance . Tenderers should refer to paragraph 3.2 - Out of Scope Services , in this RFT.
Question 15	
Question	Is People Panel Phase 3 to provide a Statement of Work service i.e. direct employees and or contractors engaged by the Service Providers to deliver required the program of work to Entities for an agreed time and milestone achievement?
Answer	Tenderers should refer to Attachment C – Draft Panel Head Agreement for Professional Contractor Service - Schedule 2 Part A – Services Descriptions , in this RFT.
Question 16	
Question	How is the fee calculated (applied 1st Jan each year)?
Answer	Tenderers should refer to Attachment C – Draft Panel Head Agreement for Professional Contractor Service - clause 14.2 of this RFT.
Question 17	
Question	The slide on this Panel indicates it is for Contracted Services and a separate Panel runs for Labour Hire. The Fair Work Commission defines A labour hire worker as someone who enters into a work contract with a labour hire agency. Can the Commonwealth confirm that Labour Hire Agencies are therefore excluded from this Panel?
Answer	Tenderers should refer to paragraph 3 and Part B, paragraph 2.3 of this RFT.

Question 18	
Question	Will finance advise unsuccessful tenderers the details of why their tender was unsuccessful?
Answer	Tenderers should refer to paragraph 12 of this RFT.
Question 19	
Question	<p>Please confirm, paragraph 10.4 requires details of "the tenderer's" experience etc. "Tenderer" is a defined term. My understanding is that means we include experience of the firm/company that is tendering.</p> <p>However, two answers to questions asked have advised that previous experience of individuals that now work with the tenderer can be included. Ie where it is not the experience of the tenderer, but rather it is previous experience of individuals that now work for the tenderer.</p> <p>Would you please provide a definitive answer on this?</p>
Answer	<p>As per paragraph 10.4 of this RFT, the Tender Evaluation Team will conduct a detailed assessment the information provided by the Tenderer in its Tender.</p> <p>Tenderers will be assessed against the two (2) Evaluation Criteria, including Evaluation Criterion 2 – Technical Capability (e), which may include experience of the firm/company that is tendering and/or the previous experience of individuals that now work with the Tenderer.</p>
Question 20	
Question	The RFT refers to Fact Sheet 37 which is not available via the website. Is it possible to obtain a copy of this?
Answer	https://www.aqs.gov.au/sites/default/files/2020-07/Fact_sheet_No_37.pdf
Question 21	
Question	Is People Panel Phase 3 replacing the MAS Panel (SON3751667)?
Answer	<p>No. This RFT is for Professional Contractor Services. Tenderers should refer to paragraph 3 of this RFT and Attachment B – Work Level Standards and Service Categories for the scope of the People Panel Professional Contractor Services arrangement.</p> <p>In accordance with paragraph 3.2.1 of this RFT:</p> <p>The Services required under the Professional Contractor Services Panel do not include:</p> <p>(h) provision of consultancy services as defined in the Australian Government's guide on Procurement Publishing and Reporting Obligations (RMG423) available at https://www.finance.gov.au/publications/resource-management-guides/procurement-publishing-and-reporting-obligations-rmq-423, as amended from time to time.</p>
Question 22	
Question	Do engineering contractor opportunities fall within the scope of this package?
Answer	This RFT is for Professional Contractor Services. Tenderers should refer to paragraph 3 of this RFT and Attachment B – Work Level Standards and Service Categories for the scope of the People Panel Professional Contractor Services arrangement.

Question 23	
Question	How does the category of Data Analytics and Management differ to similar data services under the Digital Market Place Panel 2 (DMP2) for ICT services?
Answer	DMP2 is for ICT services. As per paragraph 3.2 of this RFT, provision of Professional Contractor Services for ICT service roles (roles commonly used in the ICT and Digital Solution Job Family) are Out of Scope services under the Professional Contractor Services Panel.
Question 24	
Question	How will Learning and Development be procured if not on this People Panel?
Answer	<p>All open Approaches to Market, including those for Learning and Development Services, are published on AusTender by Australian Government agencies.</p> <p>You can register as a user on AusTender for free, to receive notifications on procurement opportunities, and to respond to the opportunities that you are interested in. For detailed tips and advice, please visit the Become a Registered User page on the AusTender Help and Information Centre site.</p> <p>Further Resources</p> <p>The below sections of the Selling to Government website also provide further information on identifying opportunities to sell to the Australian Government, and how to respond to an Approach To Market:</p> <ul style="list-style-type: none"> • Identifying opportunities to sell to government • Getting selected to supply to government • Responding to an approach to market • Business Opportunities
Question 25	
Question	<p>I note the intent of the coordinated panel to result in standardised fees, mapped to the specific service categories and work level standards. I also note your comment in the industry briefing that fees can vary for the same type of services - however I am unclear how this should be represented in the pricing model?</p> <p>For example, how will the increased security requirements for defence be incorporated into a standardised pricing model?</p>
Answer	<p>Tenderers should refer to clause 14.1.4 Attachment C – Draft – Panel Head Agreement for Professional Contactor Services, of this RFT. This paragraph states:</p> <p>Subject to clause 11.2.6, the Fees specified in Schedule 8 (Fees) are the maximum Fees that may be charged unless adjusted in accordance with clause 14.2.1.</p> <p>Tenderers should also refer to clause 24.1.10 Attachment C – Draft – Panel Head Agreement for Professional Contactor Services, of this RFT regarding costs resulting from a requirement under a Contract to have and maintain Defence Industry Security Program Membership.</p> <p>Any queries relating to the DCSP should be directed to dcs.panel@defence.gov.au, whilst enquiries regarding the DSS Panel should be directed to DSS Panel dss.panel@defence.gov.au</p>

Question 26	
Question	Could you please confirm if architectural consultancy services are included in the People Panel Phase 3?
Answer	Tenderers should refer to Part B, paragraph 2.3 and paragraph 3.2 of this RFT.
Question 27	
Question	Will a labour hire agency be considered?
Answer	Tenderers should refer to paragraph 3 and Part B, paragraph 2.3 of this RFT.
Question 28	
Question	Is there a restriction on how many suppliers you anticipate having on the panel?
Answer	Finance has not determined a number of suppliers. The number of Service Providers appointed to the panel will be based on the Value for Money outcome and the provisions in paragraph 10.7 of this RFT.
Question 29	
Question	Can I please confirm if the correct version of Work Level Standards and Service Categories is Attachment B or Attachment C as two, slightly different versions, have been uploaded.
Answer	Tenderers should refer to Addenda 4 to this RFT.
Question 30	
Question	Can attachments be added to the response in the 360 Public Portal?
Answer	Yes, where attachments are required, the 360 Public Portal has the option to add attachments.
Question 31	
Question	As for fee increase each year. Is it in line with CPI, and will this increase apply in 2025 and on what basis.
Answer	Tenderers should refer to clause 14.2 of Attachment C – Draft – Panel Head Agreement for Professional Contractor Services .
Question 32	
Question	From which stream was ICT Contracting Services sourced.
Answer	In accordance with paragraph 3.2.1 of the RFT: The Services required under the Professional Contractor Services Panel do not include: (a) provision of Professional Contractors for ICT service roles (roles commonly listed in the ICT and Digital Solutions Job Family (see APS Job Family Framework) For more information on ITC Contracting Services go to buyict.gov.au

Question 33	
Question	Can a tender be successful for some categories and unsuccessful for others
Answer	Yes. Service Categories Successful Service Providers are approved to provide services under on the Professional Contractor Services arrangement will be outlined in the Head Agreement issued to the Service Provider. The number of Service Providers appointed to the panel and Service Categories will be based on the Value for Money outcome and the provisions in paragraph 10.7 of this RFT.
Question 34	
Question	We are a labour hire company and are aware that this is listed as an exclusion but are concerned that there could be an opportunity lost for us in the future. Could we please have some advice?
Answer	<p>The work that would be performed under a Labour Hire Services Panel are out of scope. Potential Tenderers should read this RFT to determine if their organisation is able to deliver Professional Contractor Services as outlined in this RFT.</p> <p>The People Panel Phase 2 – Labour Hire Services (LHS) Panel (SON3965020) covers the provision of labour hire workers (APS1 – SES equivalent). The People Panel Phase 2 – LHS Panel commenced in August 2023. There are currently no opportunities to join the Phase 2 arrangements.</p> <p>To be notified of future People Panel procurement information (including any refresh opportunities) potential Tenderers can watch the Planned Procurement on AusTender and when a linked approach to market is published you will be instantly notified via email by AusTender.</p>
Question 35	
Question	What is involved for each referee, how much time will they require to complete a reference for each service category?
Answer	Tenderers should refer to paragraph 8.4 and 8.17.1(e) of this RFT.
Question 36	
Question	Is it a requirement for the examples and referees to relate to work undertaken in Australia?
Answer	<p>In accordance with paragraph 10.4 of this RFT, the Tenderer must:</p> <p>(b) provide a summary, with at least two (2) relevant examples, in the past five (5) years that are substantially similar to, or the same as, EACH of the nominated Service Categories, where the Tenderer supplied or provided these services for the Commonwealth, Australian State/Territory Governments and/or large corporate entities or organisations of a similar size and scale. (500 word limit)</p> <p>(c) provide the details of two Referees in relation to engagements where the Tenderer has provided Services substantially similar to, or the same as, EACH of the nominated Service Categories, for the Commonwealth, Australian State/Territory Governments and/or other organisations of a similar size and scale.</p>

Question 37	
Question	If we are a recruitment agency and offer interim executive services where we find relevant candidates for short term contract roles for clients, would these services fall under this panel? Or would they fall under the Labour Hire panel?
Answer	<p>Tenderers are to refer to paragraph 3 – Scope of the Panel of this RFT.</p> <p>Interim Executive Services would be performed under a Labour Hire Services Panel are out of scope. Potential Tenderers should read this RFT to determine if their organisation is able to deliver Professional Contractor Services as outlined in this RFT.</p> <p>The People Panel Phase 2 – Labour Hire Services (LHS) Panel (SON3965020) covers the provision of labour hire workers (APS1 – SES equivalent). The People Panel Phase 2 – LHS Panel commenced in August 2023. There are currently no opportunities to join the Phase 2 arrangements.</p> <p>To be notified of future People Panel procurement information (including any refresh opportunities) potential Tenderers can watch the Planned Procurement on AusTender and when a linked approach to market is published you will be instantly notified via email by AusTender.</p>
Question 38	
Question	What's the estimated total contract value for the panel?
Answer	Tenderers are to refer to paragraph 2.2 – Estimated purchasing trends of this RFT.
Question 39	
Question	Is this panel submission for consulting services or for professional services?
Answer	<p>This RFT is for Professional Contractor Services. Tenderers should refer to paragraph 3 of this RFT and Attachment B – Work Level Standards and Service Categories for the scope of the People Panel Professional Contractor Services arrangement.</p> <p>In accordance with paragraph 3.2.1 of this RFT:</p> <p>The Services required under the Professional Contractor Services Panel do not include:</p> <p>(h) provision of consultancy services as defined in the Australian Government's guide on Procurement Publishing and Reporting Obligations (RMG423) available at https://www.finance.gov.au/publications/resource-management-guides/procurement-publishing-and-reporting-obligations-rmg-423, as amended from time to time.</p>
Question 40	
Question	Are CVs/Bios required to be included in the response for all personnel who may be utilised under the panel?
Answer	No. Tenderers are to refer to paragraph 10.4 and the 360 Public Portal Tender Response Questionnaire of this RFT.

Question 41	
Question	Do the referee responses need to be completed by the Closing Time (19 December 2024)?
Answer	As per paragraph 8.4.3 of this RFT, Nominated Referee endorsements will be required to submit their Referee endorsements through the 360 Public Portal by the date notified in the referee request email. The timeframe for Nominated Referees to submit their Referee endorsements is at the absolute discretion of Finance.
Question 42	
Question	Can you advise again about the STR. We have a parent entity but one of the specialist divisions will be the main responder for the tender. Is this allowed?
Answer	For potential Tenderers seeking additional information on the STR, Finance provides the following external link: Statement of tax record Australian Taxation Office (ato.gov.au)
Question 43	
Question	Could you provide a clear distinction between a professional contractor and on hired labour?
Answer	Tenderers should refer to Part B, paragraph 2.3 of this RFT. For further information on the People Panel Labour Hire Services panel please refer to Finance.gov.au
Question 44	
Question	Will the panel have different evaluation criteria for SME and Indigenous in support of the new commonwealth procurement rules?
Answer	No. All tender responses will be evaluated as per Part D, paragraph 10 – Evaluation Process of this RFT.
Question 45	
Question	Noting individual experience can be used for new entities, how would you like this to be presented in the tender response?
Answer	Tenderers should refer paragraph 10.4 of this RFT and the 360 Public Portal Tender Response Questionnaire .
Question 46	
Question	Do tenderer's need to apply to all subcategories in a category?
Answer	Tenderer's will be assessed as to the extent to which the Tenderer demonstrates its capacity to provider offered services in each nominated Service Category . This RFT does not reference subcategories.
Question 47	
Question	What is the basis for automatic rate review each year?
Answer	Tenderers should refer to clause 14.2 of Attachment C – Draft – Panel Head Agreement for Professional Contractor Services .

Question 48	
Question	Defence Capability Support Panel - is this separate to the People Panel?
Answer	Yes. The Defence Capability Support Panel (DCSP) will provide Defence specific skill sets containing military and technical requirements and will be managed by the Department of Defence. Defence Support Service Panel (DSS) Skill Areas that have not been absorbed by the People Panel Professional Contractor Services will continue to be available under the DSS until the transition to the DCSP.
Question 49	
Question	Is it permissible to only insert pricing against some (not all) Levels 1-5 against a category?
Answer	Yes. Tenderers are to provide pricing against Service Categories they are tendering against.
Question 50	
Question	Clarification on alignment to other panels Will any of the service criteria replace or overlap with the Research and Evaluation Service (RES) Panel SON3352211? If it overlaps, can you please provide clarify on when an opportunity would be advertised through this panel vs RES.
Answer	Tenderers are to refer to Part A – People Panel paragraph 1 - Establishing the People Panel and Part B – About this Request for Tender, paragraph 3 Scope of the Panel of the RFT. Finance will work with the Panel Owners of all panels with services that are in scope of People Panel Professional Contractor Services to ensure alignment with the Professional Contractor Services Panel once established.
Question 51	
Question	Can we please know what level 1 to 5 in pricing are. How do we know how they are defined? Where can we update our Statement of Tax Record (STR) in our 360 submission form?
Answer	Tenderers should refer to Attachment B – Work Level Standards and Service Categories of this RFT. Tenderers STR(s) can be uploaded and or updated at Section 4, Question 3 of the 360 Public Portal Response Questionnaire
Question 52	
Question	We are responding as a Supplier for some of the service categories (5) in our own right. We also act as a subcontractor to another Supplier (x) who is responding to this Panel - they wish to add our capability to their response. Can this Supplier (x) submit our experience / case studies as their Case Studies?
Answer	In accordance with paragraph 10.4 of this RFT, Tenderers will be assessed as to the extent to which the Tenderer demonstrates its capability to provide the Offered Services, which may include experience of the firm/company that is tendering and/or the previous experience of individuals that now work with the Tenderer. Tenderers should provide a response that they consider will be beneficial in highlighting their skills and experience relevant to the nominated Service Categories for which they are Tendering for.

Question 53	
Question	<p>Section 3.2.1 (f) states the provision of contractors for learning and development services roles are out of scope. In accordance with the APS Job Family Framework, Learning and Development Officers “<i>plan, develop, implement and evaluate training and development programs to ensure management and staff acquire the skills and develop the competencies required by an organisation to meet organisational objectives</i>”. This definition does not include the delivery or facilitation of training which is provided by a Training and Assessment Officer who “<i>provide training and assessment tools and services in a particular subject or range of subjects</i>”.</p> <p>Can Finance please confirm if section 3.2.1 (f) includes both Learning and Development Officer and Training and Assessment Officer roles as out of scope?</p>
Answer	As per paragraph 3.2.1 of this RFT, learning and development service roles are out of scope of the Professional Contractor Services Panel arrangement.
Question 54	
Question	I am interested in the below opportunity to tender for the Security Services component. Would you please advise the process involved in the application.
Answer	For guidance on responding to this RFT, Tenderers should refer to paragraph 7 – Responding to this RFT .
Question 55	
Question	<p>Section 20, Question 6 pricing</p> <p>Section 20, Question 6 pricing has only One Daily Rate (GST inclusive) for the Programs and Projects Service Category for Professional Contractor Work Level Standard Level 1 to Level 5.</p> <p>As this rate is highly reliable on the person and resources of that capability delivering Services Descriptors one rate for Service Category may not cover the range of Service Descriptors i.e. Develop and design Management, Evaluation, Scheduling, Process mapping, Compliance and fraud, Integrity reviews, Risk management and assessment, Document and report preparation etc.</p> <p>Is it possible to provide the range for Daily Rate (GST inclusive) Service Category Programs and Projects?</p> <p style="text-align: center;">OR</p> <p>Do we have option to provide One Daily Rate (GST inclusive) for each Level 1 to Level 5 for Services Descriptors (i.e. Develop and design Management, Evaluation, Scheduling, Process mapping, Compliance and fraud, Integrity reviews, Risk management and assessment, Document and report preparation etc.</p>
Answer	<p>Tenderers are to refer to clause 14.1.4 Attachment C – Draft – Panel Head Agreement for Professional Contractor Services, of this RFT. This paragraph states:</p> <p>Subject to clause 11.2.6, the Fees specified in Schedule 8 (Fees) are the maximum Fees that may be charged unless adjusted in accordance with clause 14.2.1.</p>
Question 56	
Question	Is the use of CRIIS a mandatory requirement for delivering tasking under the People Panel?
Answer	Tenderers are to refer to clause 5.5 of Attachment C – Draft – Panel Head Agreement for Professional Contractor Services in this RFT.

Question 57	
Question	<p>We would like to seek clarifications on the services described in Attachment B to the RFT.</p> <ol style="list-style-type: none"> 1. We understand that the category "Develop and design" <u>includes</u> Architectural and Interior Design Services. Could The Department please confirm this? 2. Which category includes Access and Mobility compliance services (incl. DDA compliance services)? 3. Which category includes Conservation Architecture Design services?
Answer	<p>Tenderers should refer to paragraph 3 of this RFT and Attachment B – Work Level Standards and Service Categories for the scope of the People Panel Professional Contractor Services arrangement.</p> <p>In accordance with paragraph 3.2.1 of this RFT, the following services are considered out of scope under the Professional Contractor Services Panel:</p> <ol style="list-style-type: none"> (b) provision of Professional Contractors for resource and construction roles (including industrial, agricultural, infrastructure, mining, forestry, fisheries, maritime, meatworkers, manufacturing, textiles, building);

Additional Guidance - Statement of Tax Record

For potential Tenderers seeking additional information on the STR and the Shadow Economy Procurement Connected Policy, Finance provides the following external link:

[Frequently Asked Questions – Complying with the guidelines for tenderers/applicants | Treasury.gov.au](#)
[Statement of tax record | Australian Taxation Office \(ato.gov.au\)](#)

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End of Addendum --