

APPENDIX

CONSULTANCY SERVICES

Consistent with the Government's policy to focus available resources on core functions, and recognising the value of the different perspectives that consultants can bring to policy and operational issues, the department engages consultants where it lacks specialist expertise, or where independent assessments or input are considered desirable.

Selection processes

The process used for selecting consultants, both in Australia and at overseas posts, is consistent with the department's broader procurement policies and the Commonwealth Procurement Guidelines, and is based on the principle of 'value for money'. Selection methods are as follows:

Public tender: Consultancies are advertised in the daily press. In Australia they are also advertised on the department's Internet site, and through the services of the Government's electronic publishing service (www.ads.gov.au).

Restricted tender: A limited number of organisations or individuals are invited to submit quotations for particular consultancies. These firms are identified:

- through their expertise in a particular field
- through their involvement in related work with the department or government
- as representing a particular cultural or interest group.

Direct engagement: Consultants are selected from those identified on whole-of-government endorsed supplier arrangements or competitive tendering and contracting panels. Alternatively, a recognised pre-eminent expert or authority in a particular field may be engaged directly. In these instances, the consultant's fees are compared to those in the market, to ensure that value for money is being obtained.

All business opportunities available through a full tender process, and all contracts (including consultancies) with values over \$2000 entered into in Australia, are published in the Government's electronic gazettal system (www.contracts.gov.au).

Consultancy services 2002–03

The following table lists all consultancy contracts let to the value of \$10 000 or more (inclusive of GST), including the contract price for the consultancy and the reason for the decision to employ consultancy services.

Division/overseas post	Name of consultant	Description of project	Procurement method*	Advertising**	Reason(s) for engagement***	Contract price (\$)
Americas and Europe Division	Australia Latin America Foundation Ltd	Study on cultural strategy for Australia in Latin America	c	iv	6	33 320
Americas and Europe Division	Australian Industry Group	Study on defence exports to Latin America	c	iii	1	16 500
Americas and Europe Division	Frank Advice (International) Pty Ltd	Symposium on sustaining educational links with Latin America	c	iv	3	33 763
Americas and Europe Division	Frank Advice (International) Pty Ltd	Study on doing business in Mexico	c	iv	3	46 780
Americas and Europe Division	The Gallup Organization Pty Ltd	Survey on the perception of Australia in Latin America	b	i	1	49 995
Athens	G Kotides	Specialist IT consultant	c	ii	3	50 326
Beirut	Ernst & Young	Specialist advice - locally engaged staff salary survey review	c	ii	1,3,6	25 561

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Corporate Management Division	Forward Consulting Pty Ltd	Provision of BASIS services for SAP MIS	c	iv	3	13 500
Corporate Management Division	Forward Consulting Pty Ltd	Specialist advice - SAP HRMIS support requirements	c	iv	3	23 000
Corporate Management Division	Forward Consulting Pty Ltd	Specialist advice - SAP support strategy	c	iv	3	24 750
Corporate Management Division	Think Plan Perform Pty Ltd	Specialist advice - SAP HR and PeopleSoft Request for Tender	c	iv	5	16 500
Corporate Management Division	Travelsearch Australasia Pty Ltd	Travel industry consultancy services	a	i	3	47 890
Corporate Management Division	Walterturnbull Pty Ltd	Specialist advice - risk assessment of GST and FBT	c	iv	3	42 020
Diplomatic Security, Information Management and Services Division	Cisco Systems Australia Pty Ltd	Infrastructure audit	c	iii	6	68 500
Diplomatic Security, Information Management and Services Division	Mine Development Services Pty Ltd [Trading name: Siller Systems Administration]	Specialist advice - records management	c	iv	6	80 475
Diplomatic Security, Information Management and Services Division	Palm Management Pty Ltd	Skills audit and strategic staffing plan	b	ii	6	70 098
Diplomatic Security, Information Management and Services Division	Property Concept & Management Pty Ltd	Property management and strategic planning	a	iii	3	44 647

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Diplomatic Security, Information Management and Services Division	PSI Consulting Pty Ltd	Performance management on outsourced contracts	a	iii	3	40 597
Diplomatic Security, Information Management and Services Division	Tenfold Network Solutions Pty Ltd	Strategic review of IT infrastructure	c	iv	1	33 000
Diplomatic Security, Information Management and Services Division	Unisearch Ltd	Specialist advice - explosive effects	c	iv	6	10 857
Economic Analytical Unit	Monash University	Trade modelling for China report	b	i	3	22 000
Economic Analytical Unit	Monash University	Trade modelling	c	i	3	29 260
Executive, Planning and Evaluation Branch	Deloitte Touche Tohmatsu	Specialist advice - business continuity planning	b	iv	3	33 000
Office of Trade Negotiations	Bergner, Bockorney, Castagnetti, Hawkins and Brains & Mayer, Brown, Rowe and Maw	Specialist advice - United States Free Trade Agreement	c	nr	1	614 306
Office of Trade Negotiations	National Farmers' Federation Ltd	Trade advocacy activities to promote Australia's trade interests	b	iv	3	75 000
Overseas Property Office	App Corporation Pty Ltd	Project management, architectural and quantity surveying support - Bali	b	nr	6	55 200
Overseas Property Office	CB Richard Ellis Pty Ltd	Portfolio valuation services	b	i	6	1 540 856

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Overseas Property Office	Davis Langdon & Seah Philippines Inc	Quantity surveying and cost planning services - Manila	c	nr	6	203 735
Overseas Property Office	DTZ Australia	Relocation advice - Rome	b	nr	6	24 311
Overseas Property Office	GHD Pty Ltd	Preparation of design brief - Wellington	b	nr	6	44 500
Overseas Property Office	GHD Pty Ltd	Project development services - Singapore	b	iv	3	54 400
Overseas Property Office	GHD Pty Ltd	Provision of consulting engineering services - Manila	c	nr	6	112 763
Overseas Property Office	GSG Projekt Partner	Engineering study - Geneva	c	nr	6	157 579
Overseas Property Office	Hyder Consulting Pty Ltd	Provision of design consultancy services - Beijing	c	i	6	197 440
Overseas Property Office	James Cubitt Architects Pty Ltd	Architectural and building services - Vietnam	b	iv	3	155 000
Overseas Property Office	Mark Power & Associates Pty Ltd (Trading name: Power Initiatives) & Bligh Voller Nield Pty Ltd	Design and development systems - Vientiane	b	nr	6	55 700
Overseas Property Office	MSA & Associates Pty Ltd	Preparation of tenant briefs - Colombo	a	i	6	19 973

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Overseas Property Office	MSA & Associates Pty Ltd	Preparation of tenant briefs - New Delhi	a	i	6	19 973
Overseas Property Office	MSA & Associates Pty Ltd	Design consultancy services - Pohnpei	b	nr	6	20 580
Overseas Property Office	MSA & Associates Pty Ltd	Design and engineering services - Abuja	c	nr	6	90 584
Overseas Property Office	MSA & Associates Pty Ltd	Architectural design and documentation services - Manila	c	nr	6	153 670
Overseas Property Office	Multiplex Constructions (UK) Ltd	Scoping study - London	c	nr	6	133 085
Overseas Property Office	Page Kirkland Lorimer Pty Ltd	Quality surveying services - Hanoi	b	i	6	33 000
Overseas Property Office	RS Caparros & Associates	Structural engineering design services - Manila	c	nr	6	18 895
Overseas Property Office	Serau	Design consultancy services - Paris	c	nr	6	11 273
Overseas Property Office	Spherion Outsourcing Solutions Pty Ltd	Project management services	c	iv	3	86 233
Overseas Property Office	T.H.Le Enterprises Pty Ltd	Database development and upgrade	c	nr	6	17 303

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Public Diplomacy, Consular and Passports Division	Alliance Consulting Group Pty Ltd	Specialist advice - balanced scorecard methodology	c	iii	3	33 000
Public Diplomacy, Consular and Passports Division	Australian Federal Police	Investigation of passport fraud	c	iv	3	91 000
Public Diplomacy, Consular and Passports Division	Unisys Australia Ltd	Biometrics research and development assistance	a	ii	6	1 000 000
Public Diplomacy, Consular and Passports Division	Unisys Australia Ltd	Design, development and integration of the department's website	a	ii	6	597 000
Public Diplomacy, Consular and Passports Division	Wallis Consulting Group Pty Ltd	Client survey services	a	iv	1	49 555
Public Diplomacy, Consular and Passports Division	Walterturnbull Pty Ltd	Review of fraud management - scoping phase	c	iv	6	10 800
Public Diplomacy, Consular and Passports Division	Walterturnbull Pty Ltd	Probity advice for online services tender	c	iv	6	21 120
Public Diplomacy, Consular and Passports Division	Walterturnbull Pty Ltd	Review of quarterly assurance	c	iv	6	41 850
Rome	Australia-Italy Cultural Promotions Pty Ltd	Cultural programs consultant	c	iv	3	25 000
Rome	Australia-Italy Cultural Promotions Pty Ltd	Cultural programs consultant	c	iv	3	25 000

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Rome	Australia-Italy Cultural Promotions Pty Ltd	Cultural programs consultant	c	iv	3	25 000
Tokyo	Price Waterhouse Coopers Ghrs K.K.	Specialist advice - locally engaged staff retirement benefits	b	ii	3	24 881
Trade Development Division	Allens Arthur Robinson	Report on strengthening economic legal infrastructure efforts in the Asia-Pacific Economic Cooperation (APEC) region	c	iv	3	27 500
Trade Development Division	Ernst & Young Corporate Finance Pty Ltd	Review of arrangements between Export Finance and Insurance Corporation (EFIC), the Commonwealth and Gerling NCM	c	iv	1	31 350
Trade Development Division	Ernst & Young Corporate Finance Pty Ltd	Review of the credit insurance alliance between the Export Finance and Insurance Corporation (EFIC), the Commonwealth and Gerling NCM	c	iv	1	33 000
Trade Development Division	International Financial Consulting	Specialist advice - export credit insurance	c	iv	3	34 482
Total						6 823 236

*** Procurement method**

- a open/public tender
- b restricted/selected tender
- c direct engagement

**** Advertising**

- i advertised in the Australian press and/or industry
- ii advertised in the local press and/or industry journal
- iii advertised in the electronic Government gazette
- iv contract in the electronic Government gazette
- nr not required - overseas post

***** Reason(s) for consultant engagement**

- 1 independent study
- 2 need to access the latest technology and expertise
- 3 lack of in-house resources
- 4 limitations on executive time
- 5 need for a change agent or facilitator
- 6 recognised or pre-eminent expert