



Australian Government

Department of Foreign Affairs and Trade

Annual Procurement Plan 2008-09

Department of Foreign Affairs and Trade

Strategic Procurement Outlook

The department's aim is to advance the interests of Australia and Australians internationally. This aim is the driving force behind our work and underpins all the department's goals, priorities, values and culture.

The department seeks to realise the following key outcomes:

- Australia's national interests protected and advanced through contributions to international security, national economic and trade performance and global cooperation
- Australians informed about and provided access to consular and passport services in Australia and overseas
- Public understanding in Australia and overseas of Australia's foreign and trade policy and a positive image of Australia internationally
- Efficient management of the Commonwealth overseas owned estate.

The department's work is carried out by staff in Canberra, in State and Territory offices and in our network of overseas posts. More information on DFAT is available at www.dfat.gov.au.

DFAT's procurement policy provides for the efficient, effective and ethical delivery of the Government's purchasing and procurement programs. All contractual arrangements entered into by the department are conducted in accordance with the principles of value for money and non-discrimination, and are in compliance with the various policies and legislation that regulate procurement, including the Commonwealth Procurement Guidelines (CPGs).

In 2008-09 DFAT will continue its drive to improve efficiency through a strategic approach to organisation-wide procurement. Specifically, DFAT intends to coordinate with other Commonwealth Agencies to deliver savings through more efficient procurement processes and volume discounts. DFAT will also establish panel arrangements with suppliers of specialist services in an effort to streamline our procurement processes for frequently used goods and services.

Planned Procurement

Item Reference	Description	Estimated date of approach to market	Status/Comments
<i>Information & Communications Technology Services</i>			
	Provision of technical services support (including facilities management and global satellite maintenance)	1 st Quarter 2008-09	
	Supply and maintenance of Uninterrupted Power Supplies (UPS) in Australia and overseas	1 st Quarter 2008-09	
	Development of a legal knowledge and matter management database	1 st -2 nd Quarter 2008-09	
	Development of a computer-based permit application and audit system for UN sanctions	2 nd Quarter 2008-09	
	Maintenance of tape backup units (enterprise backup systems)	2 nd Quarter 2008-09	
	Provision of an ICT service desk to cover all level 1 services for IT	2 nd Quarter 2008-09	
	Provision of IT and related logistics services	2 nd Quarter 2008-09	
	Provision of secure voice devices and tempest facsimile devices	2 nd Quarter 2008-09	

	Provision of Storage Area Network systems (SAN)	2 nd Quarter 2008-09	
	Supply and maintenance of non-tempest rated Winterms	2 nd Quarter 2008-09	
	Establishment of a panel arrangement to supply printers, facsimiles, scanners, photocopiers and other related equipment and services	3 rd Quarter 2008-09	
	Provision of domestic telecommunication services including mobile, blackberry and ISDN lines	3 rd Quarter 2008-09	
	Provision of services to upgrade and enhance existing financial modelling tools	3 rd Quarter 2008-09	
	Maintenance of RG Casey building cabling infrastructure	4 th Quarter 2008-09	
	Provision of software and development services for the passport issuing systems of the Australian Passport Office	4 th Quarter 2008-09	
<i>Security Related Services</i>			
	Provision of security-related products and equipment	1 st -2 nd Quarters 2008-09	
	Provision of security enhancement building works services - various overseas locations	1 st -4 th Quarters 2008-09	
	Provision of security fit out building works services for new chanceries and refurbishments - various overseas locations	1 st -4 th Quarters 2008-09	
	Provision of walk through metal detectors - various overseas locations	1 st -4 th Quarters 2008-09	
<i>Australian Property Related Services</i>			
	Provision of fitout services for the Perth Passport Office	1 st Quarter 2008-09	
	Provision and maintenance of indoor plants in R G Casey Building	1 st -2 nd Quarters 2008-09	

	Supply and installation of a secondary chiller - Canberra	1 st -2 nd Quarters 2008-09	
	Provision of base/refurbishment and fit-out building works services - Canberra	1 st -4 th Quarters 2008-09	
Overseas Property Related Services			
	Provision of valuation services for overseas properties	1 st -2 nd Quarters 2008-09	
	Provision of audit services associated with operational and financial activities (including energy management and compliance for properties overseas)	1 st -4 th Quarters 2008-09	
	Provision of base building/refurbishment and fitout design consultancy services - various overseas locations	1 st -4 th Quarters 2008-09	
	Provision of base building/refurbishment and fitout engineering services - various overseas locations	1 st -4 th Quarters 2008-09	
	Provision of base building/refurbishment and fitout on-site project management services - various overseas locations	1 st -4 th Quarters 2008-09	
	Provision of base building/refurbishment and fitout project management services - various overseas locations	1 st -4 th Quarters 2008-09	
	Provision of base building/refurbishment and fitout quantity surveying services - various overseas locations	1 st -4 th Quarters 2008-09	
	Provision of base building/refurbishment and fitout supply and installation of commercial office furniture - various overseas locations	1 st -4 th Quarters 2008-09	
	Provision of legal and probity services associated with overseas property portfolio management	1 st -4 th Quarters 2008-09	
	Provision of miscellaneous construction advisory services - various overseas locations	1 st -4 th Quarters 2008-09	
	Provision of miscellaneous property/asset management advisory services - various overseas locations	1 st -4 th Quarters 2008-09	

	Provision of real estate consultancy services for acquisition and disposal of owned and leased premises	1 st -4 th Quarters 2008-09	
	Provision of decommissioning and remediation services for the Australian pavilion site after the Shanghai World Expo 2010 in China	3 rd Quarter 2008-09	
Consultancy Services			
	Provision of services to update and enhance existing property operations and procedures manuals	3 rd Quarter 2008-09	
Other Professional Services			
	Provision of cleaning services for the RG Casey Building	1 st Quarter 2008-09	
	Establishment of a panel arrangement to provide governance services (including financial, advisory and consultancy services)	1 st -2 nd Quarters 2008-09	
	Provision of a contemporary cultural program in the Australian pavilion at the Shanghai World Expo 2010 in China	1 st -2 nd Quarters 2008-09	
	Provision of asset revaluation services for DFAT's non-property related assets - various locations in Australia and overseas	1 st -2 nd Quarters 2008-09	
	Provision of editorial, design, layout, typesetting and printing services for DFAT Annual Report	1 st -2 nd Quarters 2008-09	
	Provision of staffing, retail and operations services for the Australian pavilion at the Shanghai World Expo 2010 in China	1 st -2 nd Quarters 2008-09	
	Provision of graphic design, publishing and printing services	1 st -2 nd Quarter 2008-09	
	Management of Currawong Child Care Centre	1 st -4 th Quarters 2008-09	
	Establishment of a panel of providers for short term contract and personnel hire for the Australian Passport Office	3 rd Quarter 2008-09	
	Provision of stationery and office requisites	3 rd Quarter 2008-09	

	Provision of agency services for applicants for Australian Passports (including interview, lodgement and information provision)	4 th Quarter 2008-09	
	Provision of facilities management services for Technical Drawing Office	4 th Quarter 2008-09	

Notification for open procurements is done electronically through AusTender when the agency approaches the market. Request documentation for all open procurements will be available electronically on www.dfat.gov.au/tenders.