

# Value for Money Assessment for Engagement of PLT Chair

*This proposal is used to support the approval of commitments of relevant money for goods or services under the PGPA Act and is to be attached to the Procure to Pay contract record prior to submitting it to the Delegate in P2P for approval.*

## BACKGROUND

1. A key recommendation in the *Set the Standard: Report on the Independent Review into Commonwealth Parliamentary Workplaces* (the Jenkins Report) was for the Houses of Parliament to establish a Parliamentary Leadership Taskforce (PLT), to be chaired by an Independent Expert (Rec 2a).
2. PM&C is responsible for coordinating the implementation of Government recommendations, including responsibility for administration of the PLT such as engaging a Chair and Secretariat.
3. The services of the previous PLT Chair were engaged by PM&C in February 2022. s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

This arrangement ceased on 13 January 2023, as Ms Hartland stepped down from her role as PLT Chair to become Director-General of ASIS.

s 22(1)(a)(ii)

## CONTRACT TERM

Initial Contract Term	Start date: Upon contract signature, anticipate 10 Feb 2023 End date: 8 Feb 2024
Extension Options	2 x extension options of up to 12 month each (if the term of the PLT is extended)

## CONTRACT VALUE

The initial value of this procurement is \$238,800 (GST inclusive).

s 22(1)(a)(ii)

## PROCUREMENT METHOD

Select the procurement method by clicking in the relevant check boxes.

☐ **Open Tender**

- ☐ Request for tender via AusTender
- ☐ Standing offer (panel) – Enter Standing Offer Notice (SON) number

☒ **Limited Tender**

Involves approaching one or more potential suppliers to make submissions when the process is not subject to the requirements for an Open tender

- ☐ Valued under \$80,000 (Inclusive GST)
- ☒ Valued at or above \$80,000 (Including GST) and meets a Condition for Limited Tender under paragraph 10.3 of the CPRs, or an exemption from Division 2 under Appendix A of the CPRs.

Rule 10.3(b) – for reasons of extreme urgency brought about by events unforeseen by the Department, the services could not be obtained in time under open tender.

The circumstances (departure of previous Chair at short notice) and conditions (the essential requirement for the PLT to continue the important work of implementing the Jenkins Report recommendations without delay) justify the use of limited tender.

s 22(1)(a)(ii)

#### HOW WAS VALUE FOR MONEY ACHIEVED?

*Answer the following questions in the text boxes below. The information provided in this section of the assessment must be sufficient to demonstrate to the delegate that the proposed arrangement represents the proper use of the relevant money (i.e. the efficient, effective, economical and ethical) and must be commensurate with the scale and scope of the proposal:*

1. How did you approach the market i.e. Open Tender/Limited Tender.  
Limited Tender

s 22(1)(a)(ii)

3. Who is the Preferred Supplier name and ABN?  
Vivienne Joyce Thom (ABN 734 2216 3798)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

**From:** s 22(1)(a)(ii)  
**Sent:** Tuesday, 7 February 2023 12:22 PM  
**To:** McDonald, Kimberley  
**Subject:** Engagement of PLT Chair - proposed approach and contract terms to discuss with Dr Thom [SEC=OFFICIAL:Sensitive]

### OFFICIAL: Sensitive

Hi Kimberley

Below is a summary of the recommended procurement approach to engage Dr Thom as the new Independent Expert Chair for the Parliamentary Leadership Taskforce (PLT).

#### Proposed procurement approach

1. Given the unforeseen need to replace the Chair following Ms Hartland's recent departure and the time pressures for the PLT to continue implementation of the Jenkins Report recommendations, we recommend:
  - A limited tender to provide consultancy services
  - Circumstances meet the condition for limited tender:
    - Contract valued over \$80,000 (incl GST)
    - Rationale is 'for reasons of extreme urgency brought about by events unforeseen' by the department - consistent with the CPRs Rule 10.3(b). Note, this rationale cannot be used again in future years to enter into a new contract with Dr Thom. Therefore we propose including options to extend the contract should the need arise.

s 22(1)(a)(ii)

- *Efficient procurement process:* a limited tender method represents the most efficient and appropriate procurement activity given the scale, scope and risk of the procurement.

s 22(1)(a)(ii)

s 22(1)(a)(ii)

**From:** s 22(1)(a)(ii)  
**Sent:** Tuesday, 7 February 2023 6:14 AM  
**To:** s 22(1)(a)(ii)  
**Subject:** RE: Parliamentary Leadership Taskforce - Chair [SEC=OFFICIAL:Sensitive]

**OFFICIAL: Sensitive**

s 22(1)(a)(ii)

**From:** s 22(1)(a)(ii) <s 22(1)(a)(ii)@pmc.gov.au>  
**Sent:** Monday, 6 February 2023 3:46 PM  
**To:** s 22(1)(a)(ii) <s 22(1)(a)(ii)@pmc.gov.au>  
**Subject:** FW: Parliamentary Leadership Taskforce - Chair [SEC=OFFICIAL]

**OFFICIAL**

s 22(1)(a)(ii)

Below is last week's advice from Procurement.

Procurement have advised we needn't to the approach to market (the market has already been approached), nor a simple procurement plan.

☐ We do need to keep in mind:

- use the CCS to generate the contract
- reflect (in P2P) that we've undertaken a limited tender, and are relying on the CPR exemption 10.3(b)

- s 22(1)(a)(ii)

s 22(1)(a)(ii)

Cheers

s 22(1)(a)(ii)


From: s 22(1)(a)(ii) <s 22(1)(a)(ii)@pmc.gov.au>  
Sent: Thursday, 2 February 2023 5:57 PM  
To: s 22(1)(a)(ii) <s 22(1)(a)(ii)@pmc.gov.au>; Help - Procurement <Help-Procurement@pmc.gov.au>  
Cc: s 22(1)(a)(ii) <s 22(1)(a)(ii)@pmc.gov.au>; s 22(1)(a)(ii) <s 22(1)(a)(ii)@pmc.gov.au>  
Subject: Parliamentary Leadership Taskforce - Chair [SEC=OFFICIAL]

**OFFICIAL**

Hi s 22(1)(a)(ii)


Thanks for the chat this afternoon.

s 22(1)(a)(ii)




I have attached the following documents to assist you with the process and to provide additional information you may find useful:

s 22(1)(a)(ii)



- Information on Limited Tender Conditions and Exemptions from the Commonwealth Procurement Rules.

s 22(1)(a)(ii)



Regards

s 22(1)(a)(ii)

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s 22(1)(a)(ii) Assistant Director\*  
Procurement & Contracting | Shared Services Branch  
p. s 22(1)(a)(ii) | e. s 22(1)(a)(ii)@pmc.gov.au

\* I work Monday to Thursday