

DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

DFAT PROCUREMENT PROCESS

November 2024

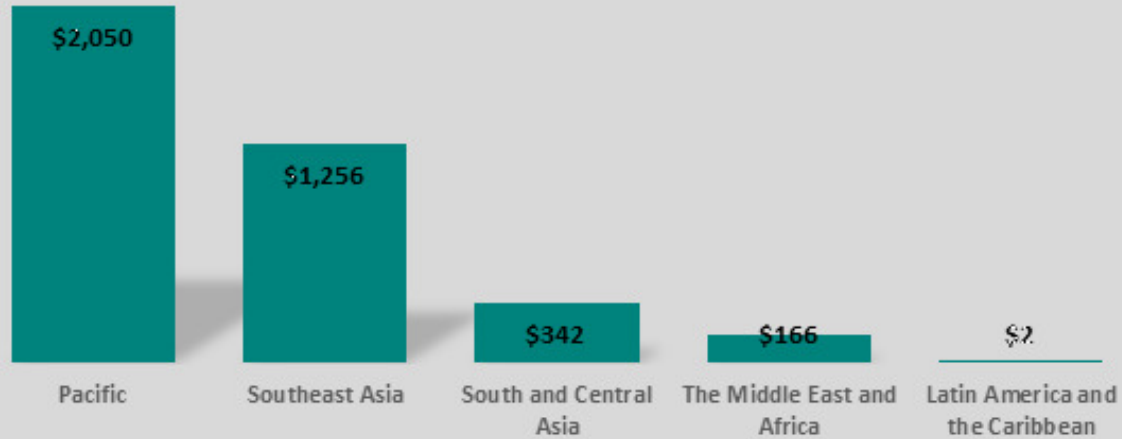
supplier.engagement@dfat.gov.au
LinkedIn – DFAT Suppliers Network



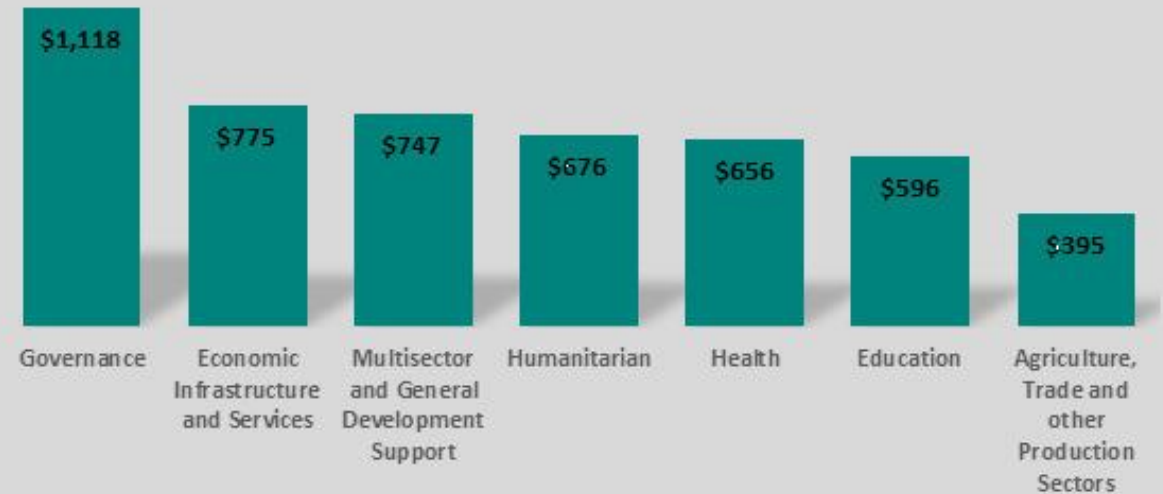
Australian Government

WHERE DO WE DELIVER OUR DEVELOPMENT PROGRAM?

2024-25 Budget
Australian ODA by Region - \$m

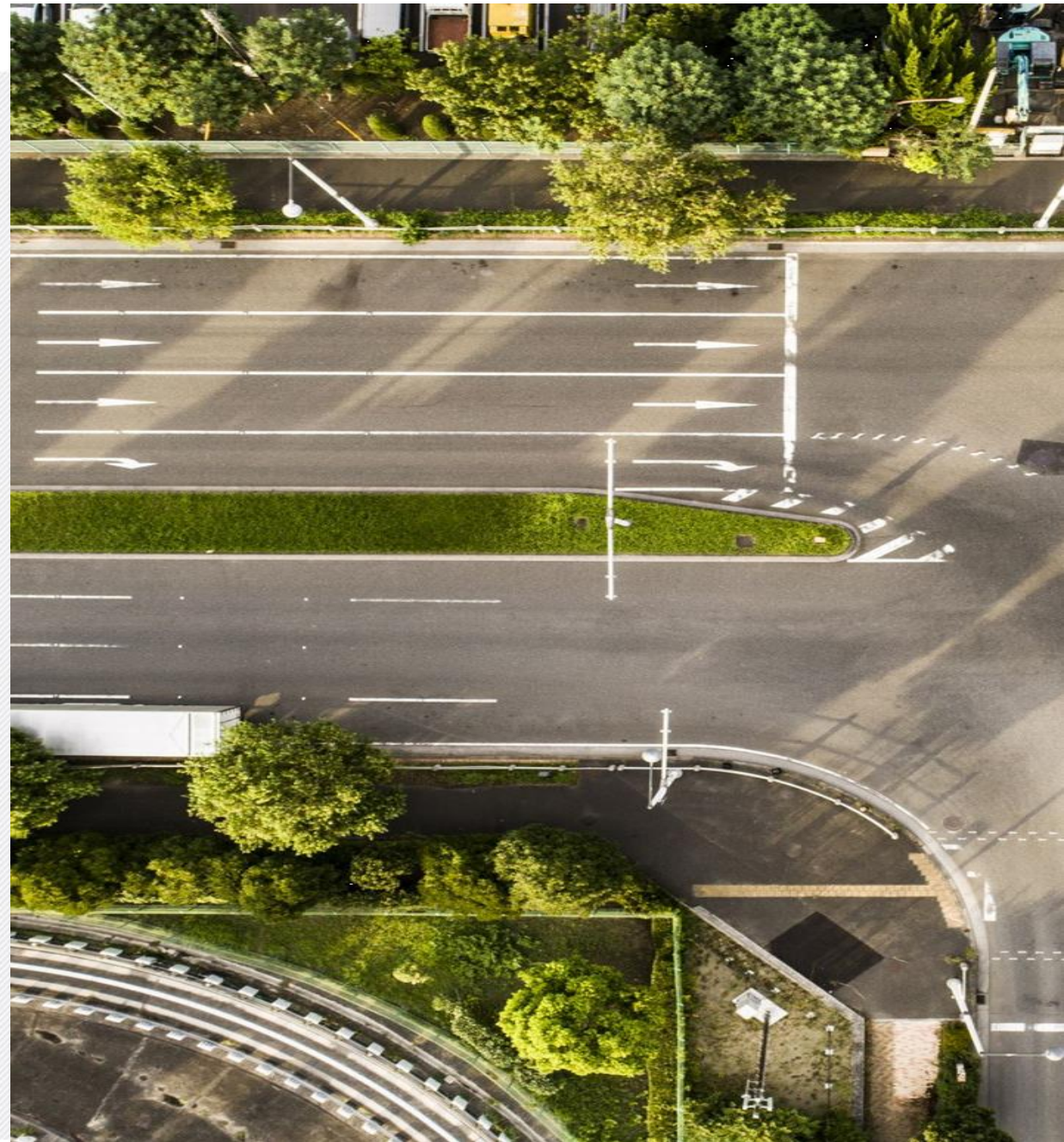


2024-25 Budget
Total ODA by Sector - \$m



DFAT DEVELOPMENT PROCUREMENT PATHWAYS

- Two Step Procurement
 - Expression of Interest
 - Request For Tender
- One Step Procurement
 - Request for Tender
- Panel Procurement



HOW TO RESPOND TO AN EXPRESSION OF INTEREST – SUBMITTING A RESPONSE

Provide a 4-page response that:

- demonstrates your capability against the relevant evaluation criteria
- demonstrates your subject matter expertise
- provides confidence that a value for money solution could be delivered
- tailors your capabilities specific to the evaluation criteria and project

REQUEST FOR TENDER – RESPONSE SCHEDULES

- **TENDERER RESPONSE SCHEDULE 1A: LIST OF PARTNERS, PROJECTS, PERSONNEL AND REFEREES**
- **TENDERER RESPONSE SCHEDULE 1B: PROPOSAL TO DELIVER SERVICES**
The extent to which the Tenderer's Tender provides a value for money proposal to deliver the services
- **TENDERER RESPONSE SCHEDULE 2: TENDERER STATEMENTS**
Tenderer's Details; Tenderer's Declaration; Tenderer's Proposed Confidential Information; Tenderer's Non-Compliance with Draft Contract

REQUEST FOR TENDER - PROPOSAL TO DELIVER THE SERVICES

Criterion 3: Demonstrate your capability to collaborate with multiple stakeholders and partners, including DFAT, to implement the Platform.

Guidance Note: Tenderers to demonstrate their approach to “ways of working”, and how they will build a positive organisational culture, build successful teams, and ensure productive working relationships with DFAT and partners.

Criterion 4: Demonstrate your capability to maximise opportunities and engagement that deliver on the Australian development priorities (as outlined in the statement of requirements).

Guidance Note: Tenderers to demonstrate how they would support policy priorities including gender, disability, climate, and locally led development. Tenderers to focus on clearly proposed deliverables and targets and how they will meet those deliverables and targets. Final deliverables and targets will be negotiated with DFAT and will form part of the Contract.

Criterion 5: Demonstrate your resourcing capability to successfully implement the Platform, with a focus on responsiveness and adaptability, and explaining how this approach provides value for money.

Guidance Note: Tenderers to demonstrate how they will manage resources to deliver the Platform. Tenderers to outline operational, technical and other resources they will provide to support the recruitment, mobilisation, management and leadership of the Platform and for the Platform to service sector programs.

Tenderers must complete Tables 1, 2, and 3 below. In Table 1 demonstrate all proposed positions and inputs (days or months) required to deliver the Platform Services including any unallocated positions, contractor representative and/or head office positions with substantial inputs. Names and CVs are not required at this stage.

Tenderers to note that all management fees; operations, administration and support personnel (HR, finance etc); and development services personnel (ie GEDSI, MEL etc) required to deliver the \$135m of the initial term contract are to be charged to Services Order 1 providing the services of the Platform. Services orders for sector programs may not be charged for management fees or support personnel – all must be in Services Order 1. Development services personnel (i.e. GEDSI, MEL etc) should be centralised under Services Order 1, however some development services personnel may be included in sector programs services orders for the larger sector programs (e.g. health and education programs). Tenderers should nominate their approach to how they will engage development services personnel to work across the \$135 million project and deliver value for money, and to what Services Order they will be charged.

Tenderers should consider all cost savings or other benefits their tender can offer in the provision of the Services. Describe an enhanced value for money basis of payment, detailing milestones/deliverables and reporting frameworks and incorporating payments linked to performance and program achievements.

Tenderers should nominate an approach to management fees that is flexible to adjust to a decreased or increased budget over the initial term of the contract.

Please include detailed narrative and assumptions to assist the evaluation of your resourcing proposal.

Final resourcing and costing will be negotiated with DFAT.

PROPOSAL TO DELIVER THE SERVICES

Some helpful tips


Gather information:

- read and consult
- use the collaboration
- ask questions through the procurement mailbox.
- keep up-to-date through AusTender.

For your response:

- consider value for money throughout the bid - not just 'lowest cost'.
- read the guidance notes
- respond to the criteria (answer the question) with evidence
- reflect on lessons learnt
- explain how you will measure success
- consider resourcing

DEVELOPMENT PROCUREMENT PIPELINE



Australian Government
Department of Foreign Affairs and Trade

[About us](#) | [Ministers](#) | [News, speeches and media](#) | [Crisis Hub](#) | [Careers](#) | [Contact us](#)

Q

Countries, economies and regions

International relations


Trade and investment

Australia's development program

People-to-people

About Australia

Travel



About us

About the department

Grant outcomes

DFAT grants framework

Our locations

Our people

Our services

Publications

Corporate information and resources

Business opportunities

Business notifications

Development Procurement Pipeline


DFAT supplier engagement

Business opportunities

The Australian Government's development policy, Partnerships for Recovery — Australia's COVID-19 Development Response, outlines Australia's approach to tackling COVID-19 in our region. We are pivoting our development program to focus on health security, stability and economic recovery, together with our partners.

The Australian Government relies on a range of partners to deliver our development program including: business, non-government organisations, universities, and multilateral organisations.

Video: Doing business with DFAT



DFAT Supplier Network LinkedIn Group

Provides current and interested suppliers with information on doing business with DFAT, supplier events and current news and updates regarding the Australian Aid Program.

Publications
Corporate information and resources
Business opportunities
Business notifications
Development Procurement Pipeline
DFAT supplier engagement
Indigenous business engagement
Resources
Foreign representatives in Australia
History of Australian diplomacy
About this website

As at 2 August 2024

DFAT-1000: Pacific Australia Labour Mobility (PALM) Scheme Support Facility

The request for tender closed on 10 July 2024 and responses are being evaluated.

DFAT-1003: Australia Awards Global Support Mechanism

The shortlisted organisations for Part A and their points of contact for this procurement are (in alphabetical order): Abt Associates (sebastian.sabogal@abtassoc.com.au), Palladium (engagement.apac@thepalladiumgroup.com), and Tetra Tech (Vicki.Vaartjes@tetrattech.com). The shortlisted organisations for Part B and their points of contact for this procurement are (in alphabetical order): Alinea (ryan.cross@alineainternational.com), Association of Commonwealth Universities (henrik.boejen@acu.ac.uk), The Australian Council for Educational Research (daniel.edwards@acer.org), and The BUSY Group (Rodney.Martin@busyatwork.com.au). DFAT anticipates releasing the request for tenders to shortlisted organisations for Part A and Part B in August 2024.

DFAT-1004: Australia-Vietnam Partnership for Economic Growth

The request for tender to shortlisted organisations closed on 28 May 2024 and responses are being evaluated.

DFAT-1007: Fiji Program Support Platform

The request for tender to shortlisted organisations closed on 16 July 2024 and responses are being evaluated.

DFAT-1011: Philippines Education Quality for Inclusive Prosperity (EQUIP)

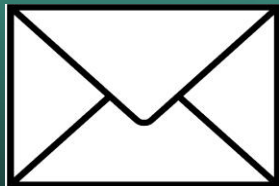
The shortlisted organisations and their points of contact for this procurement are (in alphabetical order): Cognition Education Australia (iormiston@cognitioneducation.com), DT Global (joanna.hall@dt-global.com), Palladium (trish.sawford@thepalladiumgroup.com), Philippine Business for Education (abedillon@pbed.ph), and Tetra Tech (victoria.johnson@tetrattech.com). DFAT anticipates releasing the request for tenders to shortlisted organisations in October 2024.

WHERE TO FIND OPPORTUNITIES?

1. AusTender – www.tenders.gov.au
2. DFAT's Business Opportunities Internet Page –
www.dfat.gov.au/about-us/business-opportunities
3. DFAT Suppliers Network - www.linkedin.com/groups/13563309/
4. AusConnect - <https://ausconnect.dfat.gov.au/>
5. DFAT's overseas embassies and consulates – www.dfat.gov.au

KEY POINTS (SUMMARY)

- Monitor DFAT Business Notifications Page, LinkedIn, AusTender and AusConnect.
- Be informed about the country and project.
- Attend industry briefings for procurements you are interested in and participate in collaborative sessions.
- Identify local partners and possible associations in-country and understand local laws and customs.
- Respond accurately to the unique procurement requirements and criteria, including page limits.
- Email the procurement specific mailbox for any clarifications or queries.
- Sign up to AusTender for automatic notifications.



If you would like a copy of the information given today – please
EMAIL: supplier.engagement@dfat.gov.au

