

Schedule 6 – Order for Service

1. Introduction

- 1.1. This Order is issued in accordance with clause 11.3 of the Head Agreement for the Management Advisory Services (MAS) Panel Standing Offer Notice (SON3751667) between the Service Provider and the Department of Finance.

<u>Order for Service</u>	
<i>Service Provider Information</i>	
Service Provider	Nous Group Pty. Ltd.
Australian Business Number	66 0862 103 44
Service Provider Representative	Contact: Andrew Benoy Position: Principal Email: s 47F(1) @nousgroup.com Phone: s 47F(1)
Service Provider Address for Notices	Address: Level 9, 121 Marcus Clarke St, Canberra ACT 2601 AUSTRALIA Email: s 47F(1) @nousgroup.com
<i>Agency Information</i>	
Agency	Department of Employment and Workplace Relations
Australian Business Number	96 584 957 427
<i>Agency Representative</i>	
Agency Representative	Name: s 22(1) Position: A/g Assistant Secretary Email: s 22(1) @dewr.gov.au Phone: s 22(1)
Agency Address for Notices	Address: 50 Marcus Clarke Street, CANBERRA CITY, ACT, 2600 Email: s 22(1) @dewr.gov.au
Agency Address for Invoices	Invoices must be submitted to Services Delivery Office (SDO) s 22(1) @SDO.gov.au and must contain any other requirements for the invoice e.g., that the purchase order no. must be quoted in the invoice
<i>Agency order information</i>	
Purchase Order Number	TBC

Cost Centre	TBA
Agency contract manager name	s 22(1)
Agency File Reference	EMP18/4470 – Regional Consultations
<i>Order Commencement Date and Term</i>	
Order Commencement Date	8 September 2023
Order Expiry Date	30 November 2023
Proposed options to extend	Extension 1: Four months
<i>Proposed options to extend</i>	
Extension Period	The Department of Employment and Workplace Relations may extend the term of the Order for a further period (or periods) of up to 3 months in total, which may be taken in whole or in part, and in any number or combination of time periods.
<i>Statement of Work</i>	
Service Area	Commercial Management Advisory Services (MAS)
Service Category	Research
Service Sub-category	Research and Data Collection
Detailed Statement of Work	

Deliverables	s 47G(1)(a)

	s 47G(1)(a)
Key Personnel	<p>Nous proposed a senior team with extensive experience in delivering effective engagement in regional communities and deep policy expertise across net zero and climate policy, skills and employment.</p> <p>The team will be led by Project Directors s 47F(1) who has led complex stakeholder consultation processes to support policy development and program design across government. His experience in the sustainable development sector includes advising government on a range of environment, agriculture, and industry challenges.</p> <p>s 47F(1) is Project Manager and has extensive facilitation experience and a deep understanding of First Nations engagement and employment. He understands the needs of First Nations communities and the appropriate way to create a culturally safe environment to facilitate meaningful engagement.</p> <p>s 47F(1) will support the team as an Expert Facilitator for First Nations engagement.s 47F has over 20 years' experience in management and service delivery roles in the WA and the Northern Territory (NT) Governments, including courts and youth justice. She has contributed to a wide range of Nous projects by designing and leading consultations with Aboriginal and Torres Strait Islander peoples, communities and organisations.</p> <p>s 47F(1) will support the team as an Expert Facilitator for First Nations engagement.s 47F(1) has extensive experience in engaging with First Nations people on issues across health, employment, and regional development. He contributes to a wide range of Nous projects by designing and leading consultations with Aboriginal and Torres Strait Islander peoples, communities and organisations.</p> <p>The project team consists of s 47F(1) and s 47F(1) who have experience facilitating consultations, understanding of the net zero policy agenda and delivering effective stakeholder insights to inform policy development.</p> <p>Security clearance required: No Can key personnel be substituted: Yes</p>
Subcontractors	Nous will subcontract ^{s 47G(1)(a)} to support focus groups participant recruitment.
Location	This clause of the Head Agreement has not been varied.
Fees	<p>Nous Group's fee for the delivery of Services outlined in the RFQ response is \$238,645 incl GST.</p> <p>A breakdown of the proposed fee structure against milestones is below: s 47G(1)(a)</p>

	s 47G(1)(a)
Payment Terms	This clause of the Head Agreement has not been varied.
Invoicing	Invoices must be submitted to Services Delivery Office (SDO) s 22(1) @SDO.gov.au and must contain any other requirements for the invoice e.g., that the purchase order no. must be quoted in the invoice
Travel	Not Applicable
Agency Material <i>Agency Material is defined in the clause 1.1.1 of the Head Agreement as any Material provided by an Agency to the Service Provider for the purposes of a Contract, or derived at any time from that Material.</i>	All relevant material will be provided by the department upon commencement.
Existing Material	Not Applicable
Contract Material	This clause of the Head Agreement has not been varied.
Restrictions on use of Contract Material	This clause of the Head Agreement has not been varied.
Restrictions on use of Service Provider's name, trade name or logo	This clause of the Head Agreement has not been varied.
Additional requirements	
Confidential Information	Agency Confidential information Agency data, <i>Indefinitely</i> Any Personal Information held by the Agency, <i>Indefinitely</i> Security Classified Information, <i>Indefinitely</i>
Agency Data Storage Requirements	This clause of the Head Agreement has not been varied.
Security	This clause of the Head Agreement has not been varied.

Additional Requirements - security	This clause of the Head Agreement has not been varied.				
Conditions/Restrictions for Personal Information	This clause of the Head Agreement has not been varied.				
Additional or alternate Requirements - insurance	Type of Insurance	Contact	Name of Nous' current insurer	Nous' current cover (\$)	Expiry date
	Professional Indemnity	s 47F(1) Insurance Broker: Oracle s 47F(1)	Chubb Insurance Australia	\$20m for any one claim and in the aggregate Excess \$50,000	30 April 2024
	Public Liability	Ph s 47F(1) s 47F(1) s 47F(1)	Berkley Insurance Australia	\$20m for any one claim Excess \$1,000	30 April 2024
	Workers Compensation	HRBP	CGU Workers Compensation (ACT) Ltd	As per state regulation	30 June 2024
Commonwealth Procurement Connected Policy Requirements					
Black Economy Policy	Not Applicable				
Indigenous Procurement Policy	Not Applicable				
Australian Industry Participation Policy	Not Applicable				

Variable Clauses of the Head Agreement	
Internal Working Papers	This clause of the Head Agreement has not been varied.
Intellectual Property	This clause of the Head Agreement has not been varied.
Key Personnel Requirements	This clause of the Head Agreement has not been varied.
Return of confidential information	This clause of the Head Agreement has not been varied.
Liability	This clause of the Head Agreement has not been varied.
Service Provider termination right	This clause of the Head Agreement has not been varied.
Termination for convenience costs in relation to Fees for Services calculated on a milestone basis	This clause of the Head Agreement has not been varied.

Signed for and on behalf of Commonwealth
of Australia as represented by the
Department of Employment and Workplace
Relations 96 584 957 427

s 22(1)

name of authorised officer

s 22(1)

A/g Assistant Secretary
title of authorised officer

Signature of authorised officer
s 22(1)

Signed for and on behalf of Nous Group Pty
Ltd,

Andrew Benoy

s 47F(1)

*name of Service Provider's authorised
representative*

*Signature of Service Provider's authorised
representative*

Principal

*title of Service Provider's authorised
representative*

TAX INVOICE

Dept of Employment and Workplace Relations (Fed)
GPO Box 9829,
Canberra
Australian Capital Territory 2601
Australia
Invoices Only

Nous Group Pty Ltd
P.O. Box 13069
Melbourne Law Courts
VIC 8010
Australia

Invoice Ref : INV12867

Invoice Date : 15 September 2023

Client Ref : 4500167594

Regional consultations (E09721-0001) Services

Amount

1. Contract commencement	45,085.00
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Regional consultations - Subcontractor (E09721-0002) Services

Amount

Milestone 1	20,000.00
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Sub-total	65,085.00
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GST 10%	6,508.50
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Total AUD	71,593.50
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Payment Terms: Within 30 days of receipt.

Please make payment to:

Account Name: Nous Group Pty Ltd

Bank: s 47G(1)(a)

BSB:

Account No:

Swift Code:

TAX INVOICE

s 22(1)

Dept of Employment and Workplace Relations (Fed)
 Canberra
 Australian Capital Territory
 Australia

Nous Group Pty Ltd
 P.O. Box 13069
 Melbourne Law Courts
 VIC 8010
 Australia

Invoice Date: 10 Jan 2024

Invoice Ref: INV13662
PO Number: 4500167594

Regional consultations - Nous Services	Amount
2. Provide forum set up and tailored material including questions for discussion	21,974.50

Regional consultations - Subcontractor Services	Amount
2. Provide forum set up and tailored material including questions for discussion	18,500.00

Sub-total	40,474.50
GST 10%	4,047.45
Total AUD	44,521.95

Payment Terms: Within 30 days of receipt.

Please make payment to:

Account Name: Nous Group Pty Ltd
 Bank: s 47G(1)(a)
 Sort Code:
 Account No:
 Swift Code:
 VAT Number

TAX INVOICE

s 22(1)

Dept of Employment and Workplace Relations (Fed)
 Canberra
 Australian Capital Territory
 Australia

Nous Group Pty Ltd
 P.O. Box 13069
 Melbourne Law Courts
 VIC 8010
 Australia

Invoice Date: 12 Feb 2024

Invoice Ref: INV13835
PO Number: 4500167594

Regional consultations - Nous Services	Amount
3. Focus groups and feedback to the department	32,098.23

Regional consultations - Subcontractor Services	Amount
3. Focus groups and feedback to the department	18,500.00

Sub-total	50,598.23
GST 10%	5,059.82
Total AUD	55,658.05

Payment Terms: Within 30 days of receipt.

Please make payment to:

Account Name: Nous Group Pty Ltd
 Bank: s 47G(1)(a)
 Sort Code:
 Account No:
 Swift Code:
 VAT Number

TAX INVOICE

s 22(1)

Dept of Employment and Workplace Relations (Fed)
 Canberra
 Australian Capital Territory
 Australia

Nous Group Pty Ltd
 Level 23
 697 Collins St
 Docklands
 VIC
 8010
 Australia

Invoice Ref: INV13957
 PO Number: 4500167594

Invoice Date: 29 Feb 2024

Regional consultations (E09721-0001) Services	Amount
4. Delivery of the final report	61,842.27
Sub-total	61,842.27
GST 10%	6,184.23
Total AUD	68,026.50

Payment Terms: Within 30 days of receipt.

Please make payment to:

Account Name: Nous Group Pty Ltd
 Bank: s 47G(1)(a)
 Sort Code:
 Account No:
 Swift Code:

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1. Introduction

- 1.1. This Order is issued in accordance with clause 11.3 of the Head Agreement for the Management Advisory Services (MAS) Panel Standing Offer Notice (SON3751667) between the Service Provider and the Department of Finance.

<u>Order for Services</u>	
<i>Service Provider Information</i>	
Service Provider	Grosvenor Performance Group Pty Ltd
Australian Business Number	47 105 237 590
Service Provider Representative	Contact: s 47F(1) Position: Associate Director Email: hello@grosvenor.com.au Phone: 0262749200
Service Provider Address for Notices	Contact: s 47F(1) Position: Associate Director Address: Grosvenor Performance Group Pty Ltd Level 4/17 Moore Street, Canberra ACT 2601 AUSTRALIA Email: hello@grosvenor.com.au
<i>Agency Information</i>	
Agency	Department of Employment and Workplace Relations
Australian Business Number	96 584 957 427
<i>Agency Representative</i>	
Agency Representative	Name: s 22(1) Position: Director Email: s 22(1) @dewr.gov.au Phone: s 22(1)
Agency Address for Notices	Address: 50 Marcus Clarke Street, CANBERRA CITY, ACT, 2600 Email: s 22(1) @dewr.gov.au
Agency Address for Invoices	Invoices must be submitted to Services Delivery Office (SDO) s 22(1) @SDO.gov.au and must contain any other requirements for the invoice e.g., that the purchase order no. must be quoted in the invoice

Agency order information	
Purchase Order Number	TBC
Cost Centre	TBA
Agency contract manager name	s 22(1)
Agency File Reference	ESE23/436 – Review of Procurement Process
Order Commencement Date and Term	
Order Commencement Date	Monday, 24 July 2023
Order Expiry Date	Tuesday, 31 October 2023
Proposed options to extend	Nil
Proposed options to extend	
Extension Period	The Department of Employment and Workplace Relations may extend the term of the Order for a further period (or periods) of up to 2 months in total, which may be taken in whole or in part, and in any number or combination of time periods.
Statement of Work	
Service Area	Commercial Management Advisory Services
Service Category	Programs and Projects
Service Sub-category	Program/Project Management
Detailed Statement of Work	s 47G(1)(a)

s 22(1)

s 47G(1)(a)

	s 47G(1)(a)
Milestones	s 47G(1)(a)
Key Personnel	<p>Dr Stefan Gassner Project Director</p> <p>Qualifications, expertise, capacity, capability or other requirements Profile provided by Grosvenor:</p> <p>Stefan is the Managing Director and an owner of Grosvenor. He has worked with procurement teams from across Federal, Queensland and NSW Government over the past ten years and is a leading advisor on procurement transformations. Stefan has strong experience working with public sector procurement teams. For example, he reviewed eleven procurement functions within the NSW Government to identify current maturity and provide recommendations for gap closure to better practice. He advised several clients in the Commonwealth Government on improved procurement processes and streamlined documentation including AEC, Airservices, ASIC and Services Australia. Stefan conducts and publishes annual research on procurement (CPO studies etc). Acknowledged industry thought leader and regular industry conference keynote speaker. Role in this project: > ultimately accountable for the quality of our deliverables > accountable for sufficient resourcing in the Grosvenor team to achieve the project objectives > quality assurance of Grosvenor deliverables to ensure subject matter accurately represented and all our company experience in procurement diagnostics is incorporated adequately > available for consultations and workshops with senior stakeholders. s 47F(1)</p> <p>s 47F(1) Security clearance required: No Can key personnel be substituted: Yes</p> <p>s 47F(1) Commonwealth Procurement SME</p> <p>Qualifications, expertise, capacity, capability or other requirements Profile provided by Grosvenor:</p> <p>s is a seasoned professional with broad experience in the public and private sectors, including working across Government, IT, telecommunications, and recruitment. He has more than 7 years of experience leading high-stakes procurements through the full lifecycle, procurement transformation projects and designing and delivering contract management planning, health checks and training. s is very well versed in Commonwealth procurement policy and probity principles and has a deep understanding of government through his consulting and former</p>

	<p>employment at the EL2 level within the Commonwealth Government. Role in this project: > support the Grosvenor team in identification of C'th procurement specific compliance requirements, including assessment of procurements undergoing spot check / health check 5% . DEWR Review of Procurement Process P36 Name Key Experience Approx. allocation of time to this project > provide Quality Thinking and Quality Assurance services to the Grosvenor team to ensure deliverables are fit for purpose and in alignment with C'th requirements > Can act as an alternative Project Director or Project Manager if required.</p> <p>Security clearance required: No</p> <p>Can key personnel be substituted: Yes</p> <p>s 47F(1)</p> <p>Commonwealth Procurement SME</p> <p>Qualifications, expertise, capacity, capability or other requirements</p> <p>Profile provided by Grosvenor:</p> <p>s 47F(1) is our most senior procurement consultant specialising on the C'th procurement framework. He has advised the Australian Government for more than 25 years and has a deep understanding of the compliance and probity requirements as well as what better practice looks like right across all agencies s 47F(1) will be available to our consulting team to provide input around better practice and in identifying what a fit for purpose future state model looks like. Role in this project: > provide Quality Thinking and Quality Assurance services to the Grosvenor team to ensure deliverables are fit for purpose and in alignment with C'th requirements. s 47F(1)</p> <p>s 47F(1)</p> <p>Security clearance required: No</p> <p>Can key personnel be substituted: Yes</p> <p>s 47F(1)</p> <p>Project Manager</p> <p>Qualifications, expertise, capacity, capability or other requirements</p> <p>Profile provided by Grosvenor:</p> <p>s 47F(1) is an experienced project manager, who has led numerous projects to deliver transformative initiatives. She has worked with a range of clients to undertake procurements and review procurement service delivery models at the state and federal level. She brings strong skills in research, analysis, design, evaluation, and stakeholder engagement to solve complex and diverse business problems s 47F(1) has experienced in identifying and analysing best practice, improving procurement performance and developing and refining service delivery models for her clients. This has included the identification and analysis of potential options for her clients to deliver services which align with their context and needs. Role in this project: > day to day contact for DEWR > drafting of deliverables > facilitation of workshops > progress monitoring and reporting s 47F(1)</p> <p>Security clearance required: No</p> <p>Can key personnel be substituted: Yes</p> <p>s 47F(1)</p> <p>Project Consultant</p> <p>Qualifications, expertise, capacity, capability or other requirements</p> <p>Profile provided by Grosvenor:</p> <p>s 47F(1) is an experienced senior consultant having worked on dozens of projects, often in our procurement practice. He regularly reviewed detailed documentation and has expertise in creating high-quality procurement templates, process maps, complex strategies, and procurement policies and manuals. He has an exceptional understanding of government procurement processes and supply chain management. Role in this project: > data analysis > current state analysis > prepare first draft of deliverable sections > keeping notes of workshops and consultations s 47F(1)</p> <p>s 47F(1)</p>
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	<p>Security clearance required: No Can key personnel be substituted: Yes</p> <p>s 47F(1) Project Consultant Qualifications, expertise, capacity, capability or other requirements Profile provided by Grosvenor:</p> <p>s 47F is a consultant with a specialisation in process mapping of complex procurement processes as evidenced in a recent project with TfNSW. She further supported the AEC in an analysis of its Vendor Management Function and is experienced in project coordination and workshop preparation, including for hybrid workshops using the Miro whiteboarding tool. Role in this project: > process mapping > current state analysis and document review > prepare workshop documentation and outcomes > project coordination > keeping notes of workshops and consultations.s 47F(1) Security clearance required: No Can key personnel be substituted: Yes</p>
Subcontractors	Not Applicable
Location	This clause of the Head Agreement has not been varied.
Fees	<p>Fees provided by Grosvenor:</p> <p>Deliverable Fee (Excluding GST)</p> <p>s 47G(1)(a)</p> <p>;</p> <p>(</p> <p>;</p> <p>;</p> <p>;</p> <p>TOTAL (GST EXCL) \$232,000 GST \$23,200 TOTAL (GST INCL.) \$255,200</p>
Payment Terms	20 calendar days for all other invoices
Invoicing	<p>Invoices must be submitted to Services Delivery Office (SDO)</p> <p>s 22(1) @SDO.gov.au and must contain any other requirements for the invoice e.g., that the purchase order no. must be quoted in the invoice</p>
Travel	Not Applicable
<p>Agency Material</p> <p><i>Agency Material is defined in the clause 1.1.1 of the Head Agreement as any Material provided by an Agency to the Service Provider for the purposes of a Contract, or derived at any time from that Material.</i></p>	All relevant material will be provided by the department upon commencement.
Existing Material	Not Applicable

Contract Material	
Restrictions on use of Contract Material	
Restrictions on use of Service Provider's name, trade name or logo	
Additional requirements	
Confidential Information	Agency Confidential information Agency data, <i>Indefinitely</i> Any Personal Information held by the Agency, <i>Indefinitely</i> Security Classified Information, <i>Indefinitely</i>
Agency Data Storage Requirements	This clause of the Head Agreement has not been varied.
Security	This clause of the Head Agreement has not been varied.
Additional Requirements - security	This clause of the Head Agreement has not been varied.
Conditions/Restrictions for Personal Information	This clause of the Head Agreement has not been varied.
Additional or alternate Requirements - insurance	This clause of the Head Agreement has not been varied. The Suppliers current insurance information in accordance with the requirements of <u>Clause 18 of the Head Agreement</u> (either requested or provided in RFQ response) can be entered here, to confirm compliance when executing this Schedule 6 Order for Services.
Commonwealth Procurement Connected Policy Requirements	
Black Economy Policy	Not Applicable
Indigenous Procurement Policy	Not Applicable
Australian Industry Participation Policy	Not Applicable

<i>Variable Clauses of the Head Agreement</i>	
Internal Working Papers	This clause of the Head Agreement has not been varied.
Intellectual Property	This clause of the Head Agreement has not been varied.
Key Personnel Requirements	This clause of the Head Agreement has not been varied.
Return of confidential information	This clause of the Head Agreement has not been varied.
Liability	This clause of the Head Agreement has not been varied.
Service Provider termination right	This clause of the Head Agreement has not been varied.
Termination for convenience costs in relation to Fees for Services calculated on a milestone basis	This clause of the Head Agreement has not been varied.

Signed for and on behalf of
Commonwealth of Australia as
represented by the Department of
Employment and Workplace Relations 96
584 957 427

s 22(1)

name of authorised officer

s 22(1)

Chief Financial Officer

title of authorised officer

Signature of authorised officer

Signed for and on behalf of Grosvenor
Performance Group Pty Ltd,

Stefan Gassner

*name of Service Provider's authorised
representative*

Managing Director

*title of Service Provider's authorised
representative*

*Signature of Service Provider's authorised
representative*

Tax Invoice


To:

Dpt of Employment and Workplace Relations
50 Marcus Clarke Street
CANBERRA ACT 2600

Invoice No:	7781	Contract/P.O. No.:	4500167461
Invoice Date:	18/09/2023	Terms:	Net 20

Description	Amount (ex GST)
DEWR Procurement Process Review	
First progress claim for fixed price consulting	45,000.00
Milestone 1. Document review and Stakeholder Consultation	
Milestone 2. Current State Presentation (incl Gap Analysis, Grosvenor Better Practice Comparator)	62,500.00

Subtotal	\$107,500.00
GST	\$10,750.00
Total	\$118,250.00
Payments/Credits	\$0.00
Balance Due	\$118,250.00

Remittance Details:

Account Name: Grosvenor Performance
Group Pty Ltd

BSB: s 47G(1)(a)

Account No.:

Email Address: accounts@grosvenor.com.au

Grosvenor Performance Group Pty Ltd

ABN 47 105 237 590

L 15, 379 Collins Street, Melbourne VIC 3000

T: 03 9616 2700

Tax Invoice


To:

Dpt of Employment and Workplace Relations
50 Marcus Clarke Street
CANBERRA ACT 2600

Invoice No:	7812	Contract/P.O. No.:	4500167461
Invoice Date:	19/10/2023	Terms:	Net 20

Description	Amount (ex GST)
DEWR Procurement Process Review	
Final progress claim for fixed price consulting	79,500.00
Milestone 3. Future State Presentation (incl Future State Workshop)	
Milestone 4. Final Report	45,000.00

Subtotal	\$124,500.00
GST	\$12,450.00
Total	\$136,950.00
Payments/Credits	\$0.00
Balance Due	\$136,950.00

Remittance Details:

Account Name: Grosvenor Performance
Group Pty Ltd
s 47G(1)(a)

BSB:

Account No.:

Email Address: accounts@grosvenor.com.au

Grosvenor Performance Group Pty Ltd
ABN 47 105 237 590
L 15, 379 Collins Street, Melbourne VIC 3000
T: 03 9616 2700

Schedule 6 – Order for Service

1. Introduction

- 1.1. This Order is issued in accordance with clause 11.3 of the Head Agreement for the Management Advisory Services (MAS) Panel Standing Offer Notice (SON3751667) between the Service Provider and the Department of Finance.

<u>Order for Services</u>	
<i>Service Provider Information</i>	
Service Provider	Fyusion
Australian Business Number	82 107 777 551
Service Provider Representative	Contact: s 47F(1) Position: Principal Consultant Email: tenders@fyusion.com.au Phone: s 47F(1)
Service Provider Address for Notices	Contact: Lisa Koch Position: Founder and Managing Director Address: Fyusion Level 1 460 Pacific Highway, St Leonards NSW 2065 AUSTRALIA Email: s 47F(1) @fyusion.com.au
<i>Agency Information</i>	
Agency	Department of Employment and Workplace Relations
Australian Business Number	96 584 957 427
<i>Agency Representative</i>	
Agency Representative	Name: s 22(1) Position: A/g Executive Officer Email: s 22(1) @dewr.gov.au Phone: (02) 6121-6040
Agency Address for Notices	Address: 50 Marcus Clarke Street, CANBERRA CITY, ACT, 2600 Email: s 22(1) @dewr.gov.au
Agency Address for Invoices	Invoices must be submitted to s 22(1) @dewr.gov.au and must contain any other requirements for the invoice e.g. that the purchase order no. must be quoted in the invoice

Agency order information	
Purchase Order Number	TBC
Cost Centre	E0077
Agency contract manager name	s 22(1)
Agency File Reference	ESE23/89323
Order Commencement Date and Term	
Order Commencement Date	The date on which the last party to sign this Work Order does so.
Order Expiry Date	Friday, 11 August 2023
Proposed options to extend	Extension 1: Two months
Statement of Work	
Service Area	Corporate Management Advisory Services
Service Category	Organisational planning and development
Service Sub-category	Business Strategy and Improvement
Detailed Statement of Work	s 47G(1)(a)

	s 47G(1)(a)
Milestones	-
Key Personnel	No Key Personnel have been specified for this contract.
Subcontractors	Not Applicable
Location	This clause of the Head Agreement has not been varied.
Fees	Daily blended rates
Payment Terms	20 calendar days for all other invoices
Invoicing	Please send invoices to S 22(1) @dewr.gov.au , issued on a monthly basis.
Travel	Not Applicable
Agency Material <i>Agency Material is defined in the clause 1.1.1 of the Head Agreement as any Material provided by an Agency to the Service Provider for the purposes of a Contract, or derived at any time from that Material.</i>	<ul style="list-style-type: none"> - Current structure - Summary of discussions with the senior executives and proposed structure based on those discussions.
Existing Material	Not Applicable
Contract Material	- Report with summary of key stakeholder views and feedback, recommendations and structure
Restrictions on use of Contract Material	Nil
Restrictions on use of Service Provider's name, trade name or logo	Nil

Additional requirements	
Confidential Information	Agency Confidential information Agency data, <i>Indefinitely</i> Any Personal Information held by the Agency, <i>Indefinitely</i> Security Classified Information, <i>Indefinitely</i>
Agency Data Storage Requirements	This clause of the Head Agreement has not been varied.
Security	This clause of the Head Agreement has not been varied.
Additional Requirements - security	This clause of the Head Agreement has not been varied.
Conditions/Restrictions for Personal Information	This clause of the Head Agreement has not been varied.
Additional or alternate Requirements - insurance	This clause of the Head Agreement has not been varied. The Suppliers current insurance information in accordance with the requirements of Clause 18 of the Head Agreement (either requested or provided in RFQ response) can be entered here, to confirm compliance when executing this Schedule 6 Order for Services.
Agency Service Levels	Nil
Commonwealth Procurement Connected Policy Requirements	
Black Economy Policy	Not Applicable
Indigenous Procurement Policy	Not Applicable
Australian Industry Participation Policy	Not Applicable
Variable Clauses of the Head Agreement	
Internal Working Papers	This clause of the Head Agreement has not been varied.
Intellectual Property	This clause of the Head Agreement has not been varied.
Key Personnel Requirements	This clause of the Head Agreement has not been varied.

Return of confidential information	This clause of the Head Agreement has not been varied.
Liability	This clause of the Head Agreement has not been varied.
Service Provider termination right	This clause of the Head Agreement has not been varied.
Termination for convenience costs in relation to Fees for Services calculated on a milestone basis	This clause of the Head Agreement has not been varied.

Signed for and on behalf of
Commonwealth of Australia as
represented by the Department of
Employment and Workplace Relations 96
584 957 427

28 June 2023

s 22(1)

s 22(1)

Signature of authorised officer

Chief Financial Officer

Signed for and on behalf of Fyusion,

28 June 2023

s 47F(1)

Lisa Koch

Signature of Service Provider's authorised representative

Managing Director

s 45(1)

s 47F(1)
s 47F(1)

s 47F(1)

s 47F(1)

s 45(1),s 47G(1)(a)

s 45(1)

s 45(1),s 47G(1)(a)

s 45(1)

s 45(1),s 47G(1)(a)



DEWR
CORPORATE SERVICES REVIEW



DEWR
CORPORATE SERVICES REVIEW



s 45(1)

s 45(1),s 47G(1)(a)



s 45(1)



s 45(1)







s 45(1)



s 45(1)

DEWR
CORPORATE SERVICES REVIEW



s 45(1)

DEWR
CORPORATE SERVICES REVIEW

s 47G(1)(a)

s 47F(1)

s 47F(1)

s 45(1)

s 47F(1)

s 47F(1)

s 45(1)

s 47F(1)

s 45(1)

s 47F(1)

s 47F(1)

INVOICE # 00002156
INVOICE DATE 04/08/2023
YOUR REFERENCE # ESE23/89323

**CLIENT DETAILS**

s 22(1)
ACTING EXECUTIVE OFFICER
DEPARTMENT OF EMPLOYMENT AND WORKPLACE
RELATIONS (DEWR)
50 MARCUS CLARKE STREET
CANBERRA CITY ACT 2601

PAYABLE TO

Fyusion Asia Pacific Pty Ltd
s 47G(1)(a)

SERVICES RENDERED

Part invoice for support provided to the **CORPORATE
SERVICES REVIEW PROJECT**, DEWR, during July 2023.

CONTACT DETAILS

Lisa Koch, Managing Director
PO Box 3113
Dendy, VIC 3186
A.B.N. 82 107 777 551
A.C.N. 107 777 551
(02) 9906 6440
FinanceTeam@fyusion.com.au

DELIVERABLES**DAYS****RATE****TOTAL**

s 47G(1)(a)

INVOICE # 00002158
INVOICE DATE 04/09/2023
YOUR REFERENCE # 4500166768

**CLIENT DETAILS**

s 22(1)
ACTING EXECUTIVE OFFICER
DEPARTMENT OF EMPLOYMENT AND WORKPLACE
RELATIONS (DEWR)
50 MARCUS CLARKE STREET
CANBERRA CITY ACT 2601

PAYABLE TO

Fyusion Asia Pacific Pty Ltd
s 47G(1)(a)

SERVICES RENDERED

Part invoice for support provided to the **CORPORATE
SERVICES REVIEW PROJECT**, DEWR, during August 2023.

CONTACT DETAILS

Lisa Koch, Managing Director
PO Box 3113
Dendy, VIC 3186
A.B.N. 82 107 777 551
A.C.N. 107 777 551
(02) 9906 6440
FinanceTeam@fyusion.com.au

DELIVERABLES**DAYS****RATE****TOTAL**

s 47G(1)(a)

INVOICE # 00002172
INVOICE DATE 2/11/2023
YOUR REFERENCE # 4500166768

**CLIENT DETAILS**

s 22(1)
ACTING EXECUTIVE OFFICER
DEPARTMENT OF EMPLOYMENT AND WORKPLACE
RELATIONS (DEWR)
50 MARCUS CLARKE STREET
CANBERRA CITY ACT 2601

PAYABLE TO

Fyusion Asia Pacific Pty Ltd
s 47G(1)(a)

SERVICES RENDERED

Part invoice for support provided to the **CORPORATE
SERVICES REVIEW PROJECT**, DEWR, during September and
October 2023.

CONTACT DETAILS

Lisa Koch, Managing Director
PO Box 3113
Dendy, VIC 3186
A.B.N. 82 107 777 551
A.C.N. 107 777 551
(02) 9906 6440
FinanceTeam@fyusion.com.au

DELIVERABLES	DAYS	RATE	TOTAL
s 47G(1)(a)			

Copy of Invoice



Australian Government
Department of Finance
 Service Delivery Office

Vendor

FYUSION ASIA PACIFIC PTY LTD
 PO Box 3133 3113
 DENDY
 AU
 NSW

Recipient

Dept of Employment & Workplace Rela
 AU
 ACT

Invoice

Reference INV-0028

Document Date 04.09.2023

Supply Date

Basic Data

Bank Name s 47G(1)(a)

IBAN/SWIFT

Bank Number

Bank Account

Vendor VAT Number 82107777551

Vendor Tax Number

Net Amount AUD s 47G(1)(a)

Tax Amount AUD

Unplanned costs AUD

Gross Amount AUD

Item Data

Line	Reference	Details	Quantity	Unit	Tax Rate	Net
00001	4500166768	PLEASE SEE ATTACHED	1.00	EA	10%	s 47G(1)(a)

Copy of Invoice



Australian Government
Department of Finance
 Service Delivery Office

Vendor

FYUSION ASIA PACIFIC PTY LTD
 PO Box 3133 3113
 DENDY
 AU
 NSW

Recipient

Dept of Employment & Workplace Rela
 AU
 ACT

Invoice

Reference INV-2172

Document Date 03.11.2023

Supply Date

Basic Data

Bank Name s 47G(1)(a)

IBAN/SWIFT

Bank Number

Bank Account

Vendor VAT Number 82107777551

Vendor Tax Number

Net Amount AUD s 47G(1)(a)
 Tax Amount AUD
 Unplanned costs AUD
 Gross Amount AUD

Item Data

Line	Reference	Details	Quantity	Unit	Tax Rate	Net
00001	4500166768	SEE ATTACHED	1.00	EA	10%	s 47G(1)(a)



Australian Government
Department of Employment
and Workplace Relations

1. Introduction

1.1 This Order is issued in accordance with Clause 11.3 of the Head Agreement for the Management Advisory Services (MAS) Panel Standing Offer Notice (SON3751667) between the Service Provider and the Department of Finance for the provision of Management Advisory Services to the Australian Government.

<u>Order for Services</u>	
Service Provider's Representative: s 47F(1)	
Service Provider's name: Matthews Pegg Consulting Pty Ltd	
Service Provider's Address: Suite 1.1, 170 Elgin Street Carlton VIC 3053	
Service Provider's ABN: 86 085 443 876	
Sent via: Email:s 47F(1)	
<i>Agency Order Information</i>	
Agency	Department of Employment and Workplace Relations
Agency File Reference	Support to implement revised Standards for RTOs and quality improvement measures
Order Number	1
Cost Centre	E2210
<i>Order Commencement Date and Term</i>	
Order Commencement Date	1 March 2023
Order Term and Extension	<p>1 March 2023 – 30 June 2024 (Initial Term)</p> <p>The Agency may in its sole discretion extend the Initial Term of this Order for two further periods of 6 months each, on the same terms and conditions of this Order, by giving written notice to the Service Provider, prior to end of the Initial Term of this Order (Extension Periods).</p> <p>Any contract extension will be subject to delegate approval.</p>

Total Order Value	\$380,000 (GST inclusive)
Statement of Work	
Service Area	Commercial
Service Category	Category 1: Government Policy
Service Sub-category	<ul style="list-style-type: none"> • Policy development and analysis • Legislation (non-legal)
Detailed Statement of Work	<p>Services to be provided include: s 47G(1)(a)</p> <p>The Agency will direct the nature and volume of specific services required on a regular basis.</p>
Key Personnel	<p>s 47F(1) , Director</p> <p>s 47F(1) Strategic Advisor</p> <p>s 47F(1) Consultant</p>
Subcontractors	Not applicable.

Location	<p>Travel within Australia is expected to support the Agency with consultation, implementation and promotional activities as required.</p> <p>Specific instances of travel will be agreed between the Agency and Service Provider in advance.</p>
Fees	s 47G(1)(a)
Payment Terms	<p>Payment will be made upon receipt of a correctly rendered invoice within 20 calendar days.</p>
Invoicing	<p>A valid correctly rendered tax invoice between the Service Provider and the Agency must comply with clause 14.4 of the Head Agreement and contain the following:</p> <ul style="list-style-type: none"> • the words "tax invoice" stated prominently; • the Service Provider's name and Australian Business Number (ABN); • the Agency's name and address; • the date of issue of the tax invoice; • the title of the Order for Services, the Order for Services number and Purchase Order Number; • details of fees, allowances and costs properly payable under this Order of Services including the items (i.e. deliverables or milestones) to which they relate; • the total amount payable (including GST); and • the GST amount shown separately. <p>Any invoices that do not comply with the above will not be able to be processed and will be returned for correction.</p>

Travel	<p>Where the Service Provider is required to travel on behalf of the Agency, the following travel payments and processes will apply.</p> <p>All travel will be conducted in line with the Agency's travel policy for non-SES employee travel. That includes economy airfares only at the lowest practical airfare for the day and non-SES travel rates for all meals, accommodation and incidental expenses. Expenses outside the non-SES rates will not be paid and will be responsibility of the Service Provider. A copy of the relevant rates can be supplied on request.</p> <p>All approved travel is to be paid for upfront by the Service Provider and reimbursement sought with a correctly rendered tax invoice and supporting receipts for all items claimed.</p> <p>The following will not be reimbursed:</p> <ul style="list-style-type: none"> • Non-business related items (such as personal phone calls, mini-bar expenses, laundry costs) • Accommodation costs that have been met by another person or entity • Meal costs: <ul style="list-style-type: none"> ○ Where meals are provided at an event being attended ○ That have been met by another person or entity ○ Where accommodation or travel costs include meals, (even if the meals are sourced elsewhere due to personal preference) ○ Alcoholic beverages of any type • Airport lounge membership or passes • Excess baggage, unless specifically approved by the Agency • Accompanied travel <p>Compensation for non-commercial accommodation such as staying with a family member or friend.</p>
Agency Material	<p>Material provided by the Agency to the Service Provider for the purposes of an RFQ or a Contract, or derived at any time from that Material.</p> <p>The Service Provider must ensure that the Agency Material is used strictly in accordance with clause 20.1 in the Head Agreement and any direction by the Agency.</p>
Existing Material	<p>Material necessary to the delivery of this Order for Services, as determined by the Agency.</p>
Contract Material	<p>As defined in the Head Agreement.</p> <p>The Agency owns the intellectual property rights in Contract Material.</p>
Restrictions on use of Contract Material	<p>The Service Provider must use the Contract Material:</p> <ol style="list-style-type: none"> (a) Only for the purposes of this Order for Services. (b) In accordance with the conditions or restrictions specified in the Order for Services or notified by the Agency.

Restrictions on use of Service Provider's name, trade name or logo	Not applicable.	
Confidential Information		
	Agency Confidential Information	Period of Confidentiality
	Not applicable.	Not applicable.
	The Service Provider Confidential Information	Period of Confidentiality
	Not applicable.	Not applicable.
Additional Requirements		
Internal Working Papers	As per clause 20.4 of the Head Agreement.	
Intellectual Property	The Agency owns the intellectual property rights in Contract Material.	
Key Personnel Requirements	Personnel performing the Services may be required to sign a Deed and acknowledgements relating to confidentiality, security, moral rights, intellectual property, and other relevant matters as required by the Agency.	
Return of confidential information	As per clause 22.6.3 of the Head Agreement.	
Agency Data Storage Requirements	Agency Data must be used strictly in accordance with any conditions or restrictions specified in clause 23.2 of the Head Agreement and any direction by the Agency.	
Security	As per clause 23 of the Head Agreement.	
Additional Requirements – Security	Not applicable.	
Conditions/Restrictions for Personal Information	As per clause 24.1 of the Head Agreement.	

Liability	As per clause 19 of the Head Agreement.
Additional or alternate requirements - insurance	Not applicable.
Agency Service Levels	SL3 – Service Delivery, SL4 – Notification of security incident or breach.
Service Provider termination right	As per clause 26.2.3 of the Head Agreement.
Termination for convenience costs in relation to Fees for Service calculated on a milestone basis	As per clause 26.4.3(a) of the Head Agreement.
<i>Commonwealth Procurement Connected Policy Requirements</i>	
Not applicable.	
<i>Agency Information</i>	
Agency Representative	<p>Name: s 22(1)</p> <p>Position: Director, VET Quality Policy Section</p> <p>Address: 50 Marcus Clarke Street, Canberra, ACT 2601</p> <p>Email: s 22(1) @dewr.gov.au</p> <p>Contact number: s 22(1)</p>

Agency Address for Notices	<p>Physical Address: 50 Marcus Clarke Street, Canberra, ACT, 2601</p> <p>Postal Address: GPO Box 9828, Canberra, ACT, 2601</p> <p>Email: s 22(1) @dewr.gov.au</p>
Agency Address for Invoices	<p>Email: s 22(1) @sdo.gov.au</p> <p>CC Email: s 22(1) @dewr.gov.au</p>
Service Provider Information	
Service Provider Representative	<p>Name: s 47F(1)</p> <p>Position: Director</p> <p>Address: Suite 1.1, 170 Elgin Street Carlton VIC 3053</p> <p>Email: s 47F(1)</p> <p>Contact number: 03 9347 2387</p>
Service Provider Address for Notices	<p>Physical Address: Suite 1.1, 170 Elgin Street Carlton VIC 3053</p> <p>Postal Address: PO BOX 1013 Collingwood VIC 3066</p> <p>Email: s 47F(1)</p>

<p>Signed for and on behalf of Commonwealth of Australia as represented by the Department of Employment and Workplace Relations, ABN 96 584 957 427.</p>	<p>s 22(1) s 47F(1)</p>	<p><i>Signature of authorised officer</i></p>
<p>s 22(1)</p>		
<p>_____ <i>Name of authorised officer</i></p>		
<p><i>First Assistant Secretary, Industry Engagement + Quality Division</i></p>		
<p>_____ <i>Title of authorised officer</i></p>		
<p>Signed for and on behalf of Matthews Pegg Consulting Pty, ABN 86 085 443 876.</p>	<p>s 47F(1)</p>	<p>_____ <i>Signature of Service Provider's authorised representative</i></p>
<p>s 47F(1)</p>		
<p>_____ <i>Name of Service Provider's authorised representative</i></p>		
<p>Director</p>		
<p>_____ <i>Title of Service Provider's authorised representative</i></p>		

TAX INVOICE

s 22(1)

Director
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601

s 22(1) @dewr.gov.aus 22(1) @sdo.gov.au

Invoice Date:

28 April 2023

Invoice Number:

DEWR280423

Due date:

28 May 2023

mpconsulting

PO Box 1013

Collingwood

VIC 3066

ABN: 86 085 443 876

www.mpcconsulting.com.au

Order for Services Number 1 issued under SON: 3751667 – Management Advisory Services (MAS) Panel

Purchase Order Number: 4500152446

Support to implement revised Standards for RTOs and quality improvement measures.

For services provided from 1 to 31 March 2023 including:Revision of Standards

s 47G(1)(a)

Meetings and Workshops

s 47G(1)(a)

	Hours	Hourly Rate (Inc. GST)	Amount (Inc. GST)
s 47G(1)(a)			

Payment Details

s 47G(1)(a)

Matthews Pegg Consulting Pty Ltd

s 47G(1)(a)

TAX INVOICE

s 22(1)

Director
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601

s 22(1) @dewr.gov.aus 22(1) @sdo.gov.au

Invoice Date:

5 May 2023

Invoice Number:

DEWR050523

Due date:

4 June 2023

mpconsulting

PO Box 1013

Collingwood

VIC 3066

ABN: 86 085 443 876

www.mpconsulting.com.au

Order for Services Number 1 issued under SQM: 3751667 – Management Advisory Services (MAS) Panel
Purchase Order Number: 4500152446
Support to implement revised Standards for RTOs and quality improvement measures.

For services provided from 1 to 30 April 2023 including:

Revision of Standards

s 47G(1)(a)

Meetings and Workshops

s 47G(1)(a)

	Hours	Hourly Rate (inc. GST)	Amount (inc. GST)
s 47G(1)(a)			

Payment Details

Bank:

Account name:

BSB:

Account number:

s 47G(1)(a)

Matthews Pegg Consulting Pty Ltd

s 47G(1)(a)

TAX INVOICE

s 22(1)
Acting Director
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601
s 22(1) @dewr.gov.au
s 22(1) @sdo.gov.au

Invoice Date:
5 September 2023

Invoice Number:
DEWR050923

Due date:
5 October 2023

mpconsulting
PO Box 1013
Collingwood
VIC 3066
ABN: 86 085 443 876
www.mpconsulting.com.au

Order for Services Number 1 issued under SON: 3751667 – Management Advisory Services (MAS) Panel
Purchase Order Number: 4500166473
Support to implement revised Standards for RTOs and quality improvement measures.

For services provided from 1 to 31 August 2023 including:

Revision of Standards
s 47G(1)(a)

	Hours	Hourly Rate (Inc. GST)	Amount (Inc. GST)
s 47G(1)(a)			

Payment Details

Bank: s 47G(1)(a)
Account name: Matthews Pegg Consulting Pty Ltd
BSB: s 47G(1)(a)
Account number:

s 22(1)
Acting Director
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601

s 22(1) ____@sdo.gov.au

Due date:
1 November 2023

mpconsulting
PO Box 1013
Collingwood
VIC 3066
ABN: 86 085 443 876
www.mpcconsulting.com.au

Order for Services Number 1 issued under SON: 3751667 – Management Advisory Services (MAS) Panel
Purchase Order Number: 4500166473
 Support to implement revised Standards for RTOs and quality improvement measures.

s 47G(1)(a)

s 47G(1)(a)

s 47G(1)(a)

Account number:

s 22(1)
Acting Director
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601

s 22(1) [@depr.gov.au](mailto:info@depr.gov.au)
s 22(1) [@sdo.gov.au](mailto:info@sdo.gov.au)

Due date:
9 December 2023

mpconsulting
PO Box 1013
Collingwood
VIC 3066
ABN: 86 085 443 876
www.mpcconsulting.com.au

Order for Services Number 1 issued under SON: 3751667 – Management Advisory Services (MAS) Panel
Purchase Order Number: 4500166473
 Support to implement revised Standards for RTOs and quality improvement measures.

s 47G(1)(a)

s 47G(1)(a)

[illegible]

Payment Details

Bank:

s 47G(1)(a)

Account name:

Matthews Pegg Consulting Pty Ltd

BSB:

s 47G(1)(a)

Account number:

s 22(1)
Acting Director
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601

s 22(1)

s 22(1)

Due date:
4 January 2024

mpconsulting

PO Box 1013

Collingwood

VIC 3066

ABN: 86 085 443 876

www.mpconsulting.com.au

Order for Services Number 1 issued under SON: 3751667 – Management Advisory Services (MAS) Panel

Purchase Order Number: 4500166473

Support to implement revised Standards for RTOs and quality improvement measures.

For services provided from 1 to 30 November 2023 including:

RTO Standards Pilot Focus Groups

s 47G(1)(a)

	Hours	Hourly Rate (Inc. GST)	Amount (Inc. GST)
s 47G(1)(a)			

Payment Details

Bank: s 47G(1)(a)

Account name: Matthews Pegg Consulting Pty Ltd

BSB: s 47G(1)(a)

Account number:

TAX INVOICE

s 22(1)
Acting Director
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601

s 22(1) @dewr.gov.au
s 22(1) @sdo.gov.au

Invoice Date:
11 January 2024

Invoice Number:
DEWR110124

Due date:
10 February 2024

mpconsulting
PO Box 1013
Collingwood
VIC 3066
ABN: 86 085 443 876
www.mpconsulting.com.au

Order for Services Number 1 issued under SON: 3751667 – Management Advisory Services (MAS) Panel
Purchase Order Number: 4500166473
Support to implement revised Standards for RTOs and quality improvement measures.

For services provided from 1 to 31 December 2023 including:

RTO Standards Pilot Focus Groups

s 47G(1)(a)

	Hours	Hourly Rate (Inc. GST)	Amount (Inc. GST)
s 47G(1)(a)			

Payment Details

Bank: s 47G(1)(a)
Account name: Matthews Pegg Consulting Pty Ltd
BSB: s 47G(1)(a)
Account number:

Summary of travel expenses

Description	Amount Inc. GST
-------------	--------------------

Payment Details

Bank: s 47G(1)(a)
Account name: Matthews Pegg Consulting Pty Ltd
BSB: s 47G(1)(a)
Account number:

s 22(1)
Acting Director
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601
s 22(1) [@deewr.gov.au](mailto:s22@deewr.gov.au)
s 22(1) [@sdo.gov.au](mailto:s22@sdo.gov.au)

Due date:
7 April 2024

mpconsulting
PO Box 1013
Collingwood
VIC 3066
085 443 876
ulting.com.au

Summary of travel expenses

s 47G(1)(a)

s 47F(1)

s 47F(1)

s 47F(1)

s 47F(1)

s 47F(1)

s 47F(1)

s 47F(1)

s 47F(1)

s 47F(1)

s 47F(1)

s 47F(1)

s 47F(1)

s 47F(1)

Payment Details

Bank:

s 47G(1)(a)

Account name:

Matthews Pegg Consulting Pty Ltd

BSB:

s 47G(1)(a)

Account number:

TAX INVOICE

s 22(1)
Acting Director
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601
s 22(1) @dewr.gov.au
s 22(1) @sdo.gov.au

Invoice Date:
4 April 2024

Invoice Number:
DEWR040424

Due date:
4 May 2024

mpconsulting
PO Box 1013
Collingwood
VIC 3066
ABN: 86 085 443 876
www.mpconsulting.com.au

Order for Services Number 1 issued under SON: 3751667 – Management Advisory Services (MAS) Panel
Purchase Order Number: 4500166473
Support to implement revised Standards for RTOs and quality improvement measures.

For services provided from 1 to 31 March 2024 including:

RTO Standards and Guidance

s 47G(1)(a)

Workshops and Meetings

s 47G(1)(a)

s 47G(1)(a)

Bank: s 47G(1)(a)
Account name: Matthews Pegg Consulting Pty Ltd
BSB: s 47G(1)(a)
Account number:

s 47G(1)(a)

Account name: Matthews Pegg Consulting Pty Ltd

BSB: s 47G(1)(a)

Account number:

s 22(1)
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601

s 22(1) [@depr.gov.au](mailto:info@depr.gov.au)

mpconsulting
PO Box 1013
Collingwood
VIC 3066
ABN: 86 085 443 876
www.mpconsulting.com.au

111

s 22(1)
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601

s 22(1) [@pdo.gov.au](mailto:info@pdo.gov.au)

5 July 2024

www.mpconsulting.com.au

112

s 47G(1)(a)

Payment Details s 47G(1)(a)
Bank:
Account name: Matthews Pegg Consulting Pty Ltd
BSB: s 47G(1)(a)
Account number:

TAX INVOICE

s 22(1)
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601
s 22(1) @dewr.gov.au
s 22(1) @sdo.gov.au

Invoice Date:
2 July 2024

Invoice Number:
DEWR020724

Due date:
1 August 2024

mpconsulting
PO Box 1013
Collingwood
VIC 3066
ABN: 86 085 443 876
www.mpconsulting.com.au

Order for Services Number 1 issued under SON: 3751667 – Management Advisory Services (MAS) Panel
Purchase Order Number: 4500166473
Support to implement revised Standards for RTOs and quality improvement measures.

For services provided from 1 to 30 June 2024 including:

RTO Standards and Guidance

s 47G(1)(a)

Workshops and Meetings

s 47G(1)(a)

	Hours	Hourly Rate (Inc. GST)	Amount (Inc. GST)
s 47G(1)(a)			

Payment Details s 47G(1)(a)
Bank:
Account name: Matthews Pegg Consulting Pty Ltd
BSB: s 47G(1)(a)
Account number:

s 22(1)
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601
s 22(1) @dewr.gov.au
s 22(1) @sdo.gov.au

mpconsulting
PO Box 1013
Collingwood
VIC 3066
ABN: 86 085 443 876
www.mpconsulting.com.au

[illegible]

Bank: s 47G(1)(a)
Account name: Matthews Pegg Consulting Pty Ltd
BSB: s 47G(1)(a)
Account number:

TAX INVOICE

s 22(1)
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601
s 22(1) @dewr.gov.au
s 22(1) @sdo.gov.au

Invoice Date:
5 September 2024

Invoice Number:
DEWR050924

Due date:
5 October 2024

mpconsulting
PO Box 1013
Collingwood
VIC 3066
ABN: 86 085 443 876
www.mpconsulting.com.au

Order for Services Number 1 issued under SON: 3751667 – Management Advisory Services (MAS) Panel
Purchase Order Number: 4500166473
Support to implement revised Standards for RTOs and quality improvement measures.

For services provided from 1 to 31 August 2024 including:

RTO Standards and Guidance

s 47G(1)(a)

Workshops and Meetings

s 47G(1)(a)

	Hours	Hourly Rate (Inc. GST)	Amount (Inc. GST)
s 47G(1)(a)			

Payment Details

Bank: s 47G(1)(a)
Account name: Matthews Pegg Consulting Pty Ltd
BSB: s 47G(1)(a)
Account number:

s 22(1)
Department of Employment and
Workplace Relations
GPO Box 9828
CANBERRA ACT 2601
s 22(1) [@dewr.gov.au](mailto:de@de.wr.gov.au)
s 22(1) [@sdo.gov.au](mailto:sdo@sdo.gov.au)

Due date:
6 November 2024

mpconsulting
PO Box 1013
Collingwood
VIC 3066
06 085 443 876
ulting.com.au

	Hours	Hourly Rate (Inc. GST)	Amount (Inc. GST)
s 47G(1)(a)			

Bank: s 47G(1)(a)
Account name: Matthews Pegg Consulting Pty Ltd
BSB: s 47G(1)(a)
Account number:


Schedule 6 – Order for Service

1. Introduction

- 1.1. This Order is issued in accordance with clause 11.3 of the Head Agreement for the Management Advisory Services (MAS) Panel Standing Offer Notice (SON3751667) between the Service Provider and the Department of Finance.

<u>Order for Services</u>	
Project title	Expert advice to support reforms to the national training system
<i>Service Provider Information</i>	
Service Provider	Ernst & Young, trading as EY Port Jackson Partners
Australian Business Number	75 288 172 749
Service Provider Representative	Contact: s 47F(1) Position: Client Executive Email: Fedgov@au.ey.com Phone s 47F(1)
Service Provider Address for Notices	Contact: s 47F(1) Position: Partner Address: EY Level 11/121 Marcus Clarke Street, Canberra ACT 2600 AUSTRALIA Email: fedgov@au.ey.com
<i>Agency Information</i>	
Agency	Department of Employment and Workplace Relations
Australian Business Number	96 584 957 427
<i>Agency Representative</i>	
Agency Representative	Name s 22(1) Position: Director, Qualification Design Team, VET Quality and Policy Division, Skills and Training Group Email s 22(1) @dewr.gov.au Phone: s 22(1)
Agency Address for Notices	Address: GPO Box 9880, CANBERRA, ACT, 2601 Email: s 22(1) @sdo.gov.au
Agency Address for Invoices	Invoices must be submitted to invoiceonly@sdo.gov.au and must contain any other requirements for the invoice e.g. that the purchase order no. must be quoted in the invoice

Agency order information	
Purchase Order Number	Will be provided following execution of this Order
Cost Centre	A6024
Agency contract manager name	s 22(1)
Agency File Reference	ESE22/3669
Order Commencement Date and Term	
Order Commencement Date	Friday, 11 November 2022
Order Expiry Date	Friday, 28 April 2023
Proposed options to extend	<p>Extension 1: Six months</p> <p>The Agency may extend the term of this Order for a further period (or periods) for up to six months in total, which may be taken in whole or in part, and in any number or combination of time periods.</p>
Statement of Work	
Service Area	Financial Management Advisory Services
Service Category	Financial Advisory
Service Sub-category	Financial and Economic Analysis
Detailed Statement of Work	<p>The Service Provider will assist the Agency through the development of the following 2 components, detailed below:</p> <p>s 47G(1)(a)</p>

	s 47G(1)(a)
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	s 47G(1)(a)
Milestones	s 47G(1)(a)
Key Personnel	<p>s 47F(1) Partner</p> <p>Qualifications, expertise, capacity, capability or other requirements</p> <p>s 47F(1) <u>is the former Secretary of the</u> s 47F(1)</p>

	<p>s 47F(1) and has held senior leadership positions in both state and Commonwealth Governments. In these roles s 47F led significant system reforms in health, social services and education, including the design and roll out of reforms to Victoria's child protection and family violence systems, market-based reforms in vocational education and training and new models of care to manage chronic disease s 47F has extensive experience in Commonwealth State negotiations, stewardship of complex service systems and mobilising cross-government collaboration to deliver shared outcomes.</p> <p>Security clearance required: No</p> <p>Can key personnel be substituted: No</p> <p>s 47F(1) Partner</p> <p>Qualifications, expertise, capacity, capability or other requirements</p> <p>s 47F has worked across a broad range of domestic and international policy areas in the United Kingdom and Australia. s 47F was previously Executive Director for s 47F(1), leading improvements in, for example, the design and operation of the vocational education market to deliver improved outcomes and value for money. s 47F supported the Commonwealth Department of Education, Skills and Employment on establishing industry engagement arrangements for the vocational education and training system.</p> <p>Security clearance required: No</p> <p>Can key personnel be substituted: No</p> <p>s 47F(1) Partner</p> <p>Qualifications, expertise, capacity, capability or other requirements</p> <p>s 47F(1) has experience as senior executive in chief executive officer roles. He has extensive experience in policy and regulation in health and human services, environment and natural resource management, and central government. This includes leadership of the establishment of a national regulatory scheme for the NDIS and leading the Council of Australian Governments health and hospital reforms. s 47F(1) is an acknowledged expert in complex stakeholder engagement.</p> <p>Security clearance required: No</p> <p>Can key personnel be substituted: No</p>
Subcontractors	Not Applicable
Location	This clause of the Head Agreement has not been varied.
Fees	<p>The total amount for the project is:</p> <p>(GST excl): \$1,599,136.36 (GST incl): \$1,759,050</p> <p>The fee structure as reflected is set out below.</p> <p>Payment for the Services under this Order will be made following acceptance by the Agency of the deliverables (see Milestones section above, and Attachment 1)</p> <p>s 47G(1)(a)</p>

s 47G(1)(a)

MM

	s 47G(1)(a)
Payment Terms	20 calendar days
Invoicing	Invoices are to be submitted directly to the Service Delivery Office (SDO) via email or e-invoice to the Vendor Information Management (VIM) mailbox s 22(1) @sdo.gov.au. This is an unmanned mailbox and is used for VIM processes only. Purchase order number (to be provided by DEWR) must be quoted in the invoice.
Travel	Not Applicable Possible travel may be required as outlined in the response to the RFQ. This may include the Service Provider attending engagements with states and territories. If travel is required, costs would be reimbursed by the agency as outlined in the fees section above.
Agency Material <i>Agency Material is defined in the clause 1.1.1 of the Head Agreement as any Material provided by an Agency to the Service Provider for the purposes of a Contract, or derived at any time from that Material.</i>	The Service Provider will be provided with: <ul style="list-style-type: none"> • An electronic dashboard that maps units of competency to potential, proxy skill standards. The dashboard was developed by PricewaterhouseCoopers and informed by the Australian Skills Classification. • Previous analysis on system-level outcomes from AQF Reform.
Existing Material	Not Applicable
Contract Material	Not applicable
Restrictions on use of Contract Material	
Restrictions on use of Service Provider's name, trade name or logo	EY PJP agrees that the content that it produces can be released by DEWR to its stakeholders, but that stakeholders should not rely on the content provided by EY PJP.
Additional requirements	
Confidential Information	Agency Confidential information Agency data, <i>Indefinitely</i> Any Personal Information held by the Agency, <i>Indefinitely</i>

	Security Classified Information, <i>Indefinitely</i>
Agency Data Storage Requirements	This clause of the Head Agreement has not been varied.
Security	This clause of the Head Agreement has not been varied.
Additional Requirements - security	This clause of the Head Agreement has not been varied.
Conditions/Restrictions for Personal Information	This clause of the Head Agreement has not been varied.
Additional or alternate Requirements - insurance	This clause of the Head Agreement has not been varied.
<i>Commonwealth Procurement Connected Policy Requirements</i>	
Black Economy Policy	Not Applicable
Indigenous Procurement Policy	Not Applicable
Australian Industry Participation Policy	Not Applicable
<i>Variable Clauses of the Head Agreement</i>	
Internal Working Papers	This clause of the Head Agreement has not been varied.
Intellectual Property	This clause of the Head Agreement has not been varied.
Key Personnel Requirements	This clause of the Head Agreement has not been varied.
Return of confidential information	This clause of the Head Agreement has not been varied.
Liability	This clause of the Head Agreement has not been varied.
Service Provider termination right	This clause of the Head Agreement has not been varied.

Termination for convenience costs in relation to Fees for Services calculated on a milestone basis	This clause of the Head Agreement has not been varied.
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Signed for and on behalf of
Commonwealth of Australia as
represented by the Department of
Employment and Workplace Relations 96
584 957 427

s 22(1)

name of authorised officer

s 22(1)

Signature of authorised officer

First Assistant Secretary

title of authorised officer

Signed for and on behalf of Ernst & Young, s 47F(1)

s 47F(1)

name of authorised representative

Partner

title of authorised representative

Signature of authorised representative

DEPARTMENT OF EMPLOYMENT AND WORKPLACE
RELATIONS
50 Marcus Clarke Street
Canberra ACT 2601
Australia

Tax Invoice

Tax Invoice No. AU91AL00136060

Please include this number with payment

Issue Date	18.04.2023
Due Date	18.05.2023
Client No. / Eng No.	0013125509/ E-66996627
PO Ref no.	4500151668

Remittance Information s 47G(1)(a)

s 47G(1)(a)

s 47G(1)(a)

DEPARTMENT OF EMPLOYMENT AND WORKPLACE
RELATIONS
50 Marcus Clarke Street
Canberra ACT 2601
Australia

Tax Invoice

Tax Invoice No. AU91AL00125887

Please include this number with payment

Issue Date	20.02.2023
Due Date	22.03.2023
Client No. / Eng No.	0013125509/ E-66996627
PO Ref no.	4500151668

Remittance Information s 47G(1)(a)

s 47G(1)(a)

AUD

DEPARTMENT OF EMPLOYMENT AND WORKPLACE
RELATIONS
50 Marcus Clarke Street
Canberra ACT 2601
Australia

Tax Invoice

Tax Invoice No. AU91AL00138209

Please include this number with payment

Issue Date	02.05.2023
Due Date	01.06.2023
Client No. / Eng No.	0013125509/ E-66996627
PO Ref no.	4500151668

Remittance Information s 47G(1)(a)

s 47G(1)(a)

DEPARTMENT OF EMPLOYMENT AND WORKPLACE
RELATIONS
50 Marcus Clarke Street
Canberra ACT 2601
Australia

Tax Invoice

Tax Invoice No. AU91AL00154804

Please include this number with payment

Issue Date	26.07.2023
Due Date	25.08.2023
Client No. / Eng No.	0013125509/ E-66996627
PO Ref no.	4500154737

Remittance Information s 47G(1)(a)

This invoice is for the 23 June 2022-23 deliverable of the contract.

The deliverables were:

s 47G(1)(a)

Schedule 6 – Order for Service

1. Introduction

1.1. This Order is issued in accordance with clause 11.3 of the Head Agreement.

<u>Order for Services</u>	
<i>Service Provider Information</i>	
Service Provider	Australian Government Actuary
Australian Business Number	92 802 414 793
Service Provider Representative	Contact: s 22(1) Position: Administration Officer Email: s 22(1) @treasury.gov.au Phone: s 22(1)
Service Provider Address for Notices	Contact: s 22(1) Position: Australian Government Actuary Address: The Treasury Langton Crescent, Parkes ACT 2600 AUSTRALIA Email: s 22(1) 1@aga.gov.au
<i>Agency Information</i>	
Agency	Department of Education Skills and Employment
Australian Business Number	12 862 898 150
<i>Agency Representative</i>	
Agency Representative	Name: s 22(1) Position: Program Officer Email: s 22(1) @dese.gov.au Phone: s 22(1)
Agency Address for Notices	Address: GPO Box 9880, CANBERRA, ACT, 2601 Email: s 22(1) @dese.gov.au
Agency Address for Invoices	Invoices must be submitted to s 22(1) @dese.gov.au and must contain any other requirements for the invoice e.g. that the purchase order no. must be quoted in the invoice
<i>Agency order information</i>	
Purchase Order Number	TBC
Cost Centre	TBC

Agency contract manager name	s 22(1)
Agency File Reference	ESE22/1302
Order Commencement Date and Term	
Order Commencement Date	Tuesday, 21 June 2022
Order Expiry Date	Monday, 31 October 2022
Proposed options to extend	Nil
Statement of Work	
Service Area	Financial Management Advisory Services
Service Category	Actuarial
Service Sub-category	Actuarial
Detailed Statement of Work	<p>The scope of the analysis will include the following:</p> <p>s 47G(1)(a)</p>

Milestones	s 47G(1)(a)
Key Personal	<p>s 22(1) Senior Actuary Qualifications, expertise, capacity, capability or other requirements None specified Security clearance required: Yes - Baseline Can key personnel be substituted: Yes</p> <p>s 22(1) Actuary Qualifications, expertise, capacity, capability or other requirements None specified Security clearance required: Yes - Baseline Can key personnel be substituted: Yes</p> <p>s 22(1) Senior Analyst Qualifications, expertise, capacity, capability or other requirements None specified Security clearance required: Yes - Baseline Can key personnel be substituted: Yes</p> <p>s 22(1) Analyst Qualifications, expertise, capacity, capability or other requirements None specified Security clearance required: Yes - Baseline Can key personnel be substituted: Yes</p>
Subcontractors	Not Applicable
Location	This clause of the Head Agreement has not been varied.
Fees	<p>s 47G(1)(a)</p> <p>s 47F(1)</p>
Payment Terms	20 calendar days for all other invoices

Invoicing	50% of fee upfront =s 47G(1)(a) 50% of fee after work is complete =s 47G(1)(a)
Travel	Not Applicable
Agency Material <i>Agency Material is defined in the clause 1.1.1 of the Head Agreement as any Material provided by an Agency to the Service Provider for the purposes of a Contract, or derived at any time from that Material.</i>	Not Applicable
Existing Material	Not Applicable
Contract Material	Not Applicable
Restrictions on use of Contract Material	Not Applicable
Restrictions on use of Service Provider's name, trade name or logo	Not Applicable
Additional requirements	
Confidential Information	Agency Confidential information <i>Agency data, Indefinitely</i> <i>Any Personal Information held by the Agency, Indefinitely</i> <i>Security Classified Information, Indefinitely</i>
Agency Data Storage Requirements	This clause of the Head Agreement has not been varied.
Security	This clause of the Head Agreement has not been varied.
Additional Requirements - security	This clause of the Head Agreement has not been varied.
Conditions/Restrictions for Personal Information	This clause of the Head Agreement has not been varied.

Additional or alternate Requirements - insurance	This clause of the Head Agreement has not been varied.
<i>Commonwealth Procurement Connected Policy Requirements</i>	
Black Economy Policy	Not Applicable
Indigenous Procurement Policy	Not Applicable
Australian Industry Participation Policy	Not Applicable
<i>Variable Clauses of the Head Agreement</i>	
Internal Working Papers	This clause of the Head Agreement has not been varied.
Intellectual Property	This clause of the Head Agreement has not been varied.
Key Personnel Requirements	This clause of the Head Agreement has not been varied.
Return of confidential information	This clause of the Head Agreement has not been varied.
Liability	This clause of the Head Agreement has not been varied.
Service Provider termination right	This clause of the Head Agreement has not been varied.
Termination for convenience costs in relation to Fees for Services calculated on a milestone basis	This clause of the Head Agreement has not been varied.

Signed for and on behalf of
Commonwealth of Australia as
represented by the Department of
Education Skills and Employment 12 862
898 150

s 22(1)

s 22(1)

name of authorised officer

*Director, VFHS Student
Address*

title of authorised officer

Signature of authorised officer

Signed for and on behalf of Australian
Government Actuary,

s 22(1)

s 22(1)

*name of Service Provider's authorised
representative*

Actuary

*title of Service Provider's authorised
representative*

*Signature of Service Provider's authorised
representative*

The Treasury

Treasury Building, Langton Crescent
PARKES ACT 2600

Tel: 02 6263 2000
Email: s 22 treasury.gov.au

ABN: 92 802 414 793



Australian Government

The Treasury

Invoice to:

Department of Education, Skills & Employment
GPO Box 9880
Canberra, ACT, 2601

Tax Invoice: ID007202

Invoice Date: 21/06/2022
Payment Due 19/07/2022
Customer Reference: 100000590
Reference : ESE22/1302

Description	Exclusive GST	GST	Amount
Professional Actuarial Services: 7459 - DSE - VFH Modelling 50%	s 47G(1)(a)		
Total Amount Due: (AUD)			

Payment Options

Credit Card Payment VISA Mastercard AMEX (please select one)
(Amounts under \$10,000.00 only)

Card Number: _____

Expiry Date: ____/____ CCV: _____ Amount \$ _____

Cardholder Name: _____

Cardholder Signature: _____

Direct Bank Deposit

Pay ID: ausgov treasury dept
Pay ID Name: Cwlth Treasury

Bank: Reserve Bank of Australia
BSB: s 47G(1)(a)
Account:

Please quote invoice number as payment reference

The Treasury

Treasury Building, Langton Crescent
PARKES ACT 2600

Tel: 02 6263 2000
Email: s 22 treasury.gov.au

ABN: 92 802 414 793



Australian Government

The Treasury

Invoice to:

Department of Education, Skills & Employment
GPO Box 9880
Canberra, ACT, 2601

Tax Invoice: ID007634

Invoice Date: 24/10/2022
Payment Due 21/11/2022
Customer Reference: 100000590
Reference : 4500148199

Description	Exclusive GST	GST	Amount
Professional Actuarial Services: 7534 - DESE - VHF Modelling	s 47G(1)(a)		
Total Amount Due: (AUD)			

Payment Options

Click [here](#) to pay online

Please quote invoice number as payment reference

Direct Bank Deposit

Bank: Reserve Bank of Australia
BSB: s 47G(1)(a)
Account:

Please quote invoice number as payment reference