



Date: 9 April 2010 Pages: 4
Subject: Addendum 1 to the Registration of Interest in a Multi-Use List for
AusAID Short Course Awards of 27 March 2010

Organisations are advised of the following:

Clarifications to the Invitation:

1. The Invitation is not a Request for Tender and there is no guarantee of work for Organisations which respond.

As detailed in the Invitation, a Multi-Use List is a list, intended for use in more than one procurement, of pre-qualified suppliers who have satisfied the conditions for participation for inclusion on the list. Inclusion on the Multi-Use List does not imply that potential suppliers will be included in tender processes or be awarded contracts merely by virtue of inclusion on the Multi-Use List.

Questions raised by interested Organisations:

1. The tender requires a program which leads to either a formal transcript of a complete unit (subject) offered within a course or a formal statement of attainment. In addition, will AusAID accept fully customised programs (not registered units of study with a University) which have a certificate of completion from the University?

Please refer to Clarification 1 above which emphasises that this is not a Request for Tender. At this stage, AusAID is assessing whether Organisations meet the Conditions for Participation detailed in the Invitation rather than particular courses offered by Organisations. However, Organisations are reminded that this Invitation seeks to identify Organisations which have a demonstrated ability to deliver short courses leading to either a formal transcript of a complete unit offered within a course under the Australian Qualifications Framework (AQF) or a formal Statement of Attainment in relation to a skill or competency covered by Australian nationally-registered Vocational Education or Training (VET) material.

2. Is it possible to get a hold of a Word version of the PDF accessible on AusTender?

Yes. Please refer to Attachment 1.

3. I am enquiring if there is further detail in regards to the thematic priorities and fields of study for the short course awards. Leadership for example – is there a further breakdown of this as it is a broad topic, the same with child & maternal health?

No.

4. Will you accept a registration of interest from an organisation that is the commercial arm, wholly owned or controlled entity of an RTO or higher education provider as a submission on behalf of that RTO or provider as long as the requisite conditions relating to being an RTO or approved higher education provider are met?

Yes.

5. What funds will be available for those tenderers who are successful in providing short courses for the multiuse list tender? Will there be any funds available for new course development and evaluation?

Please refer to Clarification 1 above. As advised in the Invitation, Organisations which successfully meet the Conditions for Participation for inclusion on the Multi-Use List for AusAID Short Course Awards may be invited to participate in procurement processes for the provision of short course awards as advised in Clause 3.2 in Section 1 of the Invitation. However this Invitation does not constitute a Request for Tender and Organisations considering registering their interest should be aware that there is no guarantee of work for Organisations which respond to this Invitation.

6. I would like to know more about the short course awards. I would like to know what angle would be most appropriate in developing my tender for the short course award. Your advice would be appreciated.

All the information AusAID is able to provide on how Organisations should respond to the Invitation has been included in the Multi-Use List.

Please also refer to Clarification 1 above – the Invitation is not a Request for Tender.

7. Would it be possible to know if there's a budget to this? Are there eligibility requirements for firms to participate and if there are required documents to apply for it?

Please refer to both Clarification 1 and Question 5 above. With regards to the eligibility requirements, Organisations should refer to Section 2 to the Invitation, which is available on Austender.

8. Please advise what kinds of short course programs (method of delivery etc) AusAID are seeking?

Please refer to Section 2 of the Invitation.

9. Please advise what areas AusAID wishes to cover in terms of countries, regions and cultures?

Please refer to Section 2 of the Invitation.

10. I refer to page 8 of the AusTender document for the "Invitation to register interest in a multiuse list for AusAID short course awards". We'd like to seek clarification on items (B) and (D), specifically whether postgraduate courses that are commonly offered in Medicine through the professional colleges are acceptable. These courses are not AQF accredited, they are however, recognised by the professional colleges.

Please refer to Question 1 above.

11. We have also run a number of short programmes as part of the AusAID Australian Leadership Awards programmes which include non-AQF courses (customised and innovative course content) – can the development of these programmes be considered in this tender?

Please refer to both Clarification 1 and Question 1 above.

12. For the theme priority areas listed in Part 4 of Section 2 to the Invitation, how many CVs can we put forward for each category?

There is no restriction on the number of personnel (and hence CVs) which an Organisation is able to nominate for each Category of Short Course.

13. Is the AusAID short course intended to be a bilateral arrangement?

Please refer to Clarification 1 above. At this stage, AusAID is compiling a Multi-Use List and no details of any possible procurement processes are available.

14. I was wondering if we complete the Annex One to Section 2, ORGANISATION'S PAST EXPERIENCE FORM for each thematic priority or whether one form is required overall for our organisation. Therefore, either two referees overall or two referees per thematic priority?

One example of a relevant past activity should be provided per Category of Short Course in which an Organisation is expressing

interest. On this basis the maximum number of examples to be provided would be seven (7), as there are seven (7) Categories of Services identified in the Invitation. Two referees are to be provided per example.

15. Will you consider e-Learning as an option to deliver training? A PC would be required to access the courses online.

Please refer to Question 1 above.

16. My organisation currently undertakes numerous short course training for international professionals through Australian Leadership Awards, direct contracting to international clients, and through our member universities. We are not a registered training organization or an approved higher education provider ourselves, and our postgraduate offerings (Masters, Graduate Diploma and Graduate Certificates) are accredited through various universities. From the 'Conditions of Participation' on the Invitation to Register document we may not be able to register directly ourselves. If we register with our member universities, will multiple applications from these universities be considered, or are you expecting that one higher education provider will submit one proposal?

As per Clause 1.9 in Section 3 of the Invitation, AusAID will only accept one (1) Registration of Interest per Organisation.

17. Also, would it be possible to nominate our training staff on multiple bids? (ie. with each of our accredited member universities?)

Organisations are free to nominate any eligible staff in their bids.

18. Also, is it expected that all short courses delivered under this multi-use list will require a formal transcript of a complete unit (or subject) or a final Statement of Attainment (criteria B) – is this a requirement or a preference for eligibility to the multi-use list?

Please refer to Question 1 above. Organisations seeking inclusion on the Multi-Use List for AusAID Short Course Awards are required to meet the Conditions for Participation.

All other information as set out in the Invitation dated 27 March 2010 remains unchanged.

Attachments to this Addendum:

1. Attachment 1 – Section 2 of the Invitation in Word Format