



Date: 13th October 2009 Pages: 3
Subject: Addendum 1 to the Audit Services Strategic Alliance Period Offer RFT
of 12 September 2009.

Tenderers are advised of the following:

Clarifications to the RFT.

1. In Attachment 4 to Part 1 (Personnel Matrix) page 25 of the RFT, insert N/A for the category "Organisational Capacity".
2. Clause 3.4 on page 8 of the RFT is amended to read as follows, "WORK CATEGORIES: Tenderers will be required to nominate their personnel in one (1) or more categories B to E. Tenderers must ensure a minimum of one (1) individual is nominated in each of the work categories B to E."

Questions raised by interested tenderers.

3. Q: Is "Organisational Capacity" Category A shown in the table in clause 3.4 of the RFT to be included in our tender submission?

A: As clarified above, nominated personnel are not to be nominated against this work category. N/A should be placed in your response to "Organisational Capacity" for the Personnel Matrix.
4. Q: Work Category A – Organisational Capacity. Does this relate to personnel with relevant skills or does it relate to an assessment of our organisation?

A: Work category A relates to an assessment of your organisation as an organisation.
5. Q: Selection Criteria B – Some selection criteria ask specifically for financial knowledge/expertise, while some categories require skills such as risk management and IT audits rather than financial expertise. Is it assumed all personnel nominated must have financial expertise?

A: All nominated personnel must have relevant expertise in the categories for which they have nominated. As per page 12, clause 7.5, part 1 of the RFT, each nominated personnel must provide a separate response to Selection Criteria B having regard to the work categories they have been nominated.

6. Q: On page 7, clause 3.3 of the RFT, all personnel must have or be able to obtain a security clearance to the level of Secret. Is this available only to Australian citizens or is it available to other nationalities?
- A: Commonwealth Public Sector security clearances are only open to Australian citizens.
7. Q: How much work would be performed in Australia compared to overseas?
- A: It is estimated 80% of the work is to be performed within Australia and the remaining 20% overseas.
8. Q: Can you please provide an indication of the amount of work that will be sought from the successful organisation on an annual basis?
- A: The estimated work is a total of 650 person days per annum.
9. Q: Is AusAID looking to secure one contractor to service the entire contract? Can contractors tender for individual categories under the tender?
- A: AusAID intends to contract one organisation as per clause 2.4 on page 7 of the RFT and clause 3.2 confirms the organisation must nominate ten (10) personnel to undertake the requirements of the RFT.
10. Q: The "Exclusivity" clause 4 of Part 1 on page 9 of the RFT states the preferred tenderer must resign from any other AusAID panel if it is successful in being rewarded this Period Offer Deed. Does this apply to all panels regardless if there is any relevance to this particular skill set?
- A: No, clause 4 of Part 1 does not apply to all panels operated by AusAID.
11. Q: What are the rules on associations and/or joint bids? Does the contract have to be signed by an Australian entity?
- A: There is no requirement the Period Offer Deed be signed with an Australian legal entity.
12. Q: In reference to the Exclusivity clause, (clause 4 of part 1) would AusAID consider an option whereby other work was not strictly excluded but discussed and agreed with AusAID as part of a conflict management process?

A: AusAID requires that the preferred tenderer contracted for the Audit Services Strategic Alliance Period Offer does not undertake (i.e. have a contract with AusAID) for other non-audit work for AusAID.

13. Q: What is the proportion of activity between the various work categories?

A: The estimated split between the work categories is as follows:

A	Organisational Capacity	N/A
B	Financial and Compliance Audits of NGOs, Managing Contractors and Academic Institutions	60%
C	Performance Audits, Compliance Audits, Risk Assessments and Business process Analysis	20%
D	IT Audits and Reviews and Risk Management Advice	10%
E	Public Sector Financial Management Advice	10%

14. Q: How does this contract link / interact with the panel arrangement established by AusAID earlier this year for Performance Review and Related Services?

A: These contracts do not link. They both provide different services to the Audit Team. The successful bidder for the Audit Services Strategic Alliance Period Offer will undertake the compliance and performance audits that form the body of work in the annual audit work plan. The Performance Review and Related Services panel undertake reviews in specialised areas such as risk management, HR and business process review.

All other information as set out in the RFT dated 12 September 2009 remains unchanged.