GENERAL INFORMATION for users

PURPOSE OF ASDEFCON (SUPPORT)

1. *ASDEFCON (Support)* is a tendering and contracting template for the provision of in-service support services for Defence materiel systems. It is suitable for platform-level support or support for major sub-systems where significant Commonwealth visibility and technical regulation is required, and for complex Services, such as the development of major configuration changes, software maintenance, and overall inventory management. This template incorporates a full Productivity and Performance Based Contracting (PPBC) approach to achieving outcomes for Defence.
2. For further information on selecting and tailoring *ASDEFCON (Support),* template users should refer to the *Contract Template Selection and Tailoring Guide* which can be accessed via the intranet and internet sites listed in paragraph 10.
3. *ASDEFCON (Support)* is designed for procurements that are both subject to and not subject to the additional rules as detailed in Division 2 of the *Commonwealth Procurement Rules.*

STRUCTURE OF ASDEFCON (SUPPORT)

1. *ASDEFCON* (*Support*) contains the following sections:
   1. Preliminary pages – including the covering letter with Matrix of Changes attachment;
   2. Part 1: Conditions of Tender – including annexes;
   3. Part 2: Draft Conditions of Contract – including attachments; and
   4. Part 3: Draft Statement of Work – including annexes, a Contract Service Requirements List and a Contract Data Requirements List.

AMENDMENTS TO ASDEFCON (SUPPORT)

1. *ASDEFCON (Support)* is a dynamic document that will be amended on an “as required” basis to reflect changes in legislation, policy and procurement practices. Amendments to *ASDEFCON* (*Support)* will be released through updates to the current version or the issue of a new version of the template. All updated and new versions will be issued on the intranet and internet at the sites listed in paragraph 10.
2. Template users are also welcome to suggest changes to the template by emailing: [procurement.ASDEFCON@defence.gov.au](mailto:procurement.ASDEFCON@defence.gov.au)

CONTRACTING ASSISTANCE AND HELP DESK

1. Drafters requiring contracting advice or assistance should approach their Group or Divisional contracting support areas in the first instance. If the relevant support officer is not known, drafters should contact the relevant Executive Director Contracting (EDCON) in their respective Contracting Services area.
2. For ASDEFCON advice, including proposed updates to or advice regarding the ASDEFCON templates, please email: [procurement.ASDEFCON@defence.gov.au](mailto:procurement.ASDEFCON@defence.gov.au)
3. The Statement of Work, DIDs and DSDs are managed by ASDEFCON SOW Policy. If you have any queries relating to this area please email: [ASDEFCONSOW.Support@defence.gov.au](mailto:ASDEFCONSOW.Support@defence.gov.au)

DISSEMINATION OF ASDEFCON (SUPPORT)

1. *ASDEFCON (Support)* can be downloaded and printed from the CASG Intranet via the ‘ASDEFCON Suite of Tendering and Contracting Templates’ webpage at the following address:

<http://drnet.defence.gov.au/casg/commercial/CommercialPolicyFramework/Pages/ASDEFCON-Support.aspx>

or from the CASG internet site by following the ‘Procurement in Defence’ link to the following address:

<https://www1.defence.gov.au/business-industry/procurement/contracting-templates/asdefcon-suite>

