

# Schedule 5 – Request for Quotation Template

**Note to Service Provider:**

This Schedule 5 provides a Request for Quotation (RFQ) template that includes the typical information that an Agency will provide to the Service Provider to request a quotation for the provision of Management Advisory Service to an Agency, as detailed in clause 11.2 of the Head Agreement. It is intended that the RFQ will be provided as a smart form. The intent of this template and any smart form is to achieve a high level of standardisation and consistency in Agency RFQs to provide efficiencies to Agencies and Service Providers, however, it will not be mandatory that Agencies use this RFQ Template or any resulting smart form to request quotes from Service Providers.

## 1. Introduction

- 1.1. This RFQ is issued under clause 11.2 of the Head Agreement between the Service Provider and the Department of Finance.

<b><u>Request For Quotation for Services</u></b>	
<b><i>Agency Information</i></b>	
<b>Agency</b>	Navy Strategic Command
<b>Agency File Reference</b>	NMP2160
<b>RFQ Reference</b>	RFx 22301
<b>Agency Representative</b>	Name: Mr s47E(d) Position: Business Support Officer NMCP Address: s47E(d) Russell Drive Russell ACT 2600 Email: s47E(d) @defence.gov.au Contact number: s47E(d) Mobile: N/A
<b><i>RFQ and Proposed Order Details</i></b>	
<b>RFQ Release Date</b>	28 Jan 25
<b>RFQ Closing Date</b>	17 Feb 25
<b>Proposed Order Commencement Date</b>	24 Mar 25
<b>Proposed Order Term and/or Completion Date</b>	Early Oct 25
<b>Options to extend</b>	The Agency may extend the Contract for 12 months by providing written notice to the Service Provider prior to the Order Completion Date.

<b>Request For Quotation for Services</b>						
<b>Milestones / Deliverables</b>	<p><b>Deliverables</b></p> <table border="1" style="width: 100%;"> <tr> <td>Deliverable 1: Program / Management Implementation Plan</td> </tr> <tr> <td>Deliverable 2: Reporting, Meetings and Status Updates</td> </tr> <tr> <td>Deliverable 3: Stakeholder Engagement Reports</td> </tr> <tr> <td>           Deliverable 4: Navy Product Schedule (PDS) Review &amp; NSRB Governance            Part A – Initial Assessment            Part B – Draft report with recommended future Architecture            Part C - Final Report            Part D - Change Management Plan         </td> </tr> <tr> <td>           Deliverable 5: Operating/Maintenance Systems Review            Part A – Initial Assessment            Part B – Draft report            Part C - Final Report         </td> </tr> </table> <p>The following details are provided as additional information/context to support milestone and deliverable planning. Contractors may respond with plan / timelines as deemed appropriate for them to complete the above deliverables.</p> <p><b>Overarching Program Management:</b></p> <ol style="list-style-type: none"> <li>a. Kick off Meeting;</li> <li>b. Project Management/Implementation Plan;</li> <li>c. Regular Reporting (fortnightly initially then moving to monthly if deemed appropriate);</li> </ol> <p><b>Task 1 - Navy Product Schedule (PDS) Review &amp; NSRB Governance</b></p> <ol style="list-style-type: none"> <li>a. Stakeholder engagement and reports. Activity may consist of meetings with tier 1 stakeholders (approx. six Two Stars) and tier two stakeholders inclusive of (approx. 20 One Stars/Band Ones [Force Commanders and Delivery Group Branch Heads and Capability Sponsors, Defence Finance Group (DFG) Representatives]), and up to 80 other Capability Manager Representatives (CMRs)/System Program Office Directors (SPO-D), Army and Air Force Counterparts and other relevant stakeholders (O6/O5 Level) (ED 3 Months);</li> <li>b. Background research and Initial Assessment. Inclusive of current architecture Gaps / Risk (ED 3 Months);</li> <li>c. Draft report with recommended future Architecture, governance arrangements, processes, metrics, potential tools etc. (ED 4 months) for consultation;</li> <li>d. Final Report and advice on recommended tools/processes to support ongoing governance (ED + 5 months);</li> </ol>	Deliverable 1: Program / Management Implementation Plan	Deliverable 2: Reporting, Meetings and Status Updates	Deliverable 3: Stakeholder Engagement Reports	Deliverable 4: Navy Product Schedule (PDS) Review & NSRB Governance Part A – Initial Assessment Part B – Draft report with recommended future Architecture Part C - Final Report Part D - Change Management Plan	Deliverable 5: Operating/Maintenance Systems Review Part A – Initial Assessment Part B – Draft report Part C - Final Report
Deliverable 1: Program / Management Implementation Plan						
Deliverable 2: Reporting, Meetings and Status Updates						
Deliverable 3: Stakeholder Engagement Reports						
Deliverable 4: Navy Product Schedule (PDS) Review & NSRB Governance Part A – Initial Assessment Part B – Draft report with recommended future Architecture Part C - Final Report Part D - Change Management Plan						
Deliverable 5: Operating/Maintenance Systems Review Part A – Initial Assessment Part B – Draft report Part C - Final Report						

<b>Request For Quotation for Services</b>	
	<p>e. Change Management Plan, inclusive of training requirements and cultural change program if required, (ED + 5 months).</p> <p><b>Task 2 - Operating/Maintenance Systems Review</b></p> <p>a. Stakeholder engagement and reports. Activity may consist of meetings with key stakeholders (FC, HNE, DGENG, DGSw, DGMD, ASMR, EDFSU and Regional Maintenance Centre (RMC) Directors &amp; Port Services equivalents. DFG - final POC TBC) to seek Strategic direction / advice (ED 2 month).</p> <p>b. Investigate current utilisation of FSU and Port Services in Maritime Sustainment activities especially in consideration of new RCM / MSM contracts and meetings with other relevant stakeholders and key organisational representatives (ED 2 month)</p> <p>c. Initial Assessment of current arrangements / utilisation of Navy personnel in sustainment activities (will include stakeholder interactions with Fleet Support Unit and Port Services), development of a SWOT analysis, risks, dependencies and assumptions and documentation of current policies and procedures (ED 3 months)</p> <p>d. Draft reports (FSU and Port Services) with recommendations for changes to contractual mechanism, personnel management and processes to allow efficiencies/utilisation to be achieved whilst maintaining primary strategic rationale for these organisations, (ED 4 months) for consultation</p> <p>e. Final reports &amp; Recommendations (FSU and Port Services) (ED + 5 months)</p>
<b>Statement of Work</b>	
<b>Service Area</b>	Corporate and Commercial
<b>Service Category</b>	Organisational Planning and Development, Corporate Governance and Programs and Projects
<b>Service Sub-category</b>	Business Strategy and Improvement, Change Management, Business Performance and Reviews Governance structures and performance Program/Project Management

<b>Request For Quotation for Services</b>	
<b>Introduction and Detailed Statement of Work</b>	<p>The cost of Maritime Sustainment is rising rapidly, with increasing pressures felt in outer years, exacerbated by inflation and technical debt from delayed maintenance and inventory procurement. Although unable to control external events, macroeconomic drivers, inflation and some government processes, the Navy has control over certain cost drivers, including customer demand, internal processes, corporate operating costs, contract terms with industry, labour productivity, and industry investment in technology and our governance structures supporting capability sustainment.</p> <p>DFG is sponsoring a separate RFQ on Defence Sustainment and cost optimisation. There may be synergies between this task and the DFG sponsored activity.</p> <p>The Navy's manages its sustainment portfolio through Material Sustainment Agreements (MSA) and individual Product Schedules (PdS). Its current approach to governance of its sustainment budgets, follows the approach established by the formation of DMO, heavily influenced by RIZZO outcomes. By focussing on a platform centric view and the requirements to sustain these complex maritime systems. Recent years have seen the program grow to include a range of other products inclusive of integrated communications and combat systems and functional oriented products. Platform System Program Offices (SPO's) serve as the primary delivery agents and Head Navy Capability (HNC) lead projects are the driving inject for most Maritime Domain capability update and renewal.</p> <p>There is potential that the current MSA and Product architecture may be suboptimal in terms of managing the cost and effectiveness of sustainment, given the maturing evolution to the way in which sustainment support is being delivered through the Maritime Sustainment Model and the increased delivery of projects focused on integrated effects and complex systems. Specifically, Navy wishes to understand what would deliver an holistic and future proof approach to sustainment focused on optimisation, in our resource-constrained environment, and, ensure alignment to our evolving delivery agencies, the new means of continuous capability development and our future needs associated with the integrated force.</p> <p>To manage limited resources, prioritise outcomes, and maintain positive commercial relationships, it is crucial to understand the relationships between Acquisition and Sustainment, as well as between the Navy and Delivery groups and the other services. There are opportunities to explore in the relationships between platform and non-platform products and how they may evolve as the maritime sustainment model changes. Additionally, the impact of Continuous Capability Development and Delivery (C2D2) and new technologies on sustainment, new industry practices, supply chain risks and the Navy's growing contribution to Integrated Capability Effects should be considered.</p>

<b>Request For Quotation for Services</b>	
<b>Introduction and Detailed Statement of Work</b>	<p>The Navy Sustainment architecture must support:</p> <ul style="list-style-type: none"><li>a. Effective Sustainment of current Maritime Capability to meet Defence Preparedness requirements;</li><li>b. Effective management, financial controls, reporting and decision making including cost optimisation and funding prioritisation;</li><li>c. Transition of future capability into the maritime sustainment domain inclusive of non-Navy delivered programs such as L8710 (Army Littoral) and JP 9111 (Networks and Applications);</li><li>d. Delivery group requirements, inclusive of growth of continuous naval shipbuilding and sustainment and enhancement our sovereign maritime industry.</li></ul> <p>With consideration of Defence's changing environment, NMP 2160 seeks to review Navy's current sustainment architecture for its future effectiveness to support sustainment planning and decision making, with recommendations for an optimised sustainment governance architecture. It will do so with a clear understanding of the current strategic direction and emerging cost pressures within the Maritime Sustainment Enterprise. This proposal has two components:</p>
	<p><b>Task 1 - Navy Product Schedule (PDS) Review &amp; NSRB Governance</b></p> <p>This action requires analysis of the current maritime sustainment environment, Navy Sustainment architecture, the MSA's and consideration of the different types of Navy PDS's which have developed since the inception of the current arrangements post RIZZO. It requires a solid understanding of Defence current strategic direction as well as policy and processes associated with the One Defence Capability System, the Defence Accounting Policy Framework and product / sustainment management.</p> <p>The task will deliver a report recommending an optimal governance architecture to support future Navy sustainment requirements. Current strategic direction from sources such as Defence Strategic Review, Defence Industry Development Strategy, and the National Defence Strategy must be considered. The task will investigate current strategic management structures and processes, and performance and reporting structures of the Navy Maritime Sustainment Products and make recommendations to support future governance and decision making, and the optimisation and prioritisation of budgets.</p>

<b>Request For Quotation for Services</b>	
<p>Introduction and Detailed Statement of Work</p>	<p>Required outputs will include:</p> <ol style="list-style-type: none"><li>1. Examination of the current Products and Governance arrangements for Navy Sustainment inclusive of Delivery groups and other Stakeholders, (eg other Service/Group product schedules that provide materiel support to Navy capabilities) and identification of gaps / risks in the current environment;</li><li>2. A report recommending a future structure/architecture for Navy Sustainment Products. An extrapolation of future requirements must be considered ensuring any recommendation will support future capability needs and evolving organisations. The output must consider what changes would be required in governance arrangements, processes, toolsets and MSAs and PdS, inclusive of but not limited to:<ol style="list-style-type: none"><li>a. Defined lines of accountability / control – especially if PdS support cross platform / system or functional output (noting any changes will need to understand effects on current Delivery Group and Navy structures eg SPO / CMR / Force Commanders etc) operational effects, future ERP requirements and the ability to respond to external questions regarding discrete items or Products. HNC and FC consultation will be integral to outcomes;</li><li>b. Metrics and Performance Management – how should PdS / performance be measured, how do we manage and measure the relationships between products e.g. platforms and combat systems / inventory etc; and</li><li>c. Financial implications (policy &amp; system requirements) inclusive of where Sustainment interacts with ODCS, PGPA and DFG requirements. DFG consultation will be integral to outcomes.</li></ol></li><li>3. Advice on toolsets to facilitate integrated, capability-focused decisions and strategic management of the Navy sustainment budget once the new architecture is in place - integrated capability tools/processes/reporting that will enable senior leadership to make informed, prioritised, and capability-oriented decisions. Use of current and future known NLIS and Defence Corporate Systems must be prioritised; and</li><li>4. Implementation recommendations inclusive of timeframe and change management requirements.</li></ol> <p>TASK 1 Identified risk – task will rely heavily on stakeholder engagement from 2*/band 2 &amp; below. Access to stakeholders will need to be carefully managed.</p>

<b>Request For Quotation for Services</b>	
<b>Introduction and Detailed Statement of Work</b>	<p><b>Task 2 - Operating/Maintenance Systems Review</b></p> <p>This action requires consideration of the current Fleet Support Unit (FSU) and Port Services organisations and how they may be more optimally utilised in supporting Sustainment of Maritime Capabilities.</p> <p>The task will deliver separate outcome reports for each organisation (FSU and Port Services) noting their considerable differences in function, workforce, processes, and connection to the Maritime Sustainment environment and management. The primary strategic rationale for the FSU and Port Services organisations must remain paramount in any recommended outcomes.</p> <p><b>Fleet Support Unit</b></p> <p>FSU is a strategic maintenance capability inclusive of facilities necessary for non-unionised response to maintenance requirements of the Fleet. The maintenance conducted supports readiness of the Fleet including the readiness and skills of technical sailors to perform their duties at sea. It must remain connected to the critical skills and technical mastery requirements for the categories.</p> <p>A number of constraints and issues in the sustainment of our platforms start in acquisition and the delivery of different support philosophies and differing quality, often lacking detailed Logistics Support Analysis Report (LSAR). E-Cape is a prime example with technical Work Instructions lacking any meaningful detail (i.e. states I.A.W with Original Equipment Manufacture (OEM) requirements), resulting in the prevention of FSU undertaking work. An understanding of LSAR, maintenance philosophies/development, and how a capability Usage Upkeep Cycle (UUC) is established is desirable.</p> <p>FSU resides within Naval Engineering Division (NED), their mission is to prepare and return ready, motivated sailors to sea when required. The primary role is to grow and generate technical mastery at every level, delivering capability to the integrated maritime force. Retention and technical growth of technical sailors remains a priority and the findings of the last Pulse survey highlighted a number of issues that influenced technical sailors to discharge. A focus on savings over technical growth, will see the capability to support the warfighting effort at sea diminished.</p> <p>The following concerns may be factored into the review:</p> <ul style="list-style-type: none"><li>• The provision of meaningful work and Job satisfaction;</li><li>• Concerns over the loss of skills because of lack of opportunities to practice and maintain these skills; and</li><li>• Certification standards to meet Seaworthiness requirements and maintenance processes / bureaucracy.</li></ul> <p>The task should consider advice from a range of reviews including the NED C2 Review and broader ASA maintenance requirements for the uniformed workforce and may consider recommending an optimal size of the FSU to deliver on a strategic maintenance capability. Outcomes may seek input from actions set by the FSU Governance Board inclusive of:</p> <ul style="list-style-type: none"><li>• Action 8 – Funding Brief</li><li>• Action 12 – FSU Utilisation Brief</li><li>• Action 14 - FSU Campaign Plan</li><li>• Action 15 – NED C2 Review – Integration with RMC</li><li>• Action 16 – Learnings to improve FSU analysis and response to Safety incidence</li></ul>

<b>Request For Quotation for Services</b>	
<b>Introduction and Detailed Statement of Work</b>	<p><b>Port Services</b></p> <p>Port Services is responsible for the management of all Port related activities in support of ADF operations and training and oversight of Port Services, the co-ordination of support provided by Maritime Auxiliary Group (previously DMSS) contract and the delivery of a range of support services to maritime capabilities</p> <p>Port Services is an operational organisation under COMSPT that provides some support to maintenance activities. It should be noted that the career continuum of Seamanship and Small Arms Specials (Bosun's Mates) has evolved and they are no longer trained or conduct ships husbandry activities such as corrosion control. Is this a lost opportunity in relation to sustainment support?</p> <p>The task must:</p> <ul style="list-style-type: none"><li>a) Preserve the primary strategic rationale for FSU and Port Service organisations whilst considering options, which may support potential cost and maintenance optimisation for Maritime Capabilities;</li><li>b) understand plans process and contractual arrangements established through the maritime sustainment model;</li><li>c) understand regional maintenance centre models and where Naval based supplementation may benefit outcomes; and</li><li>d) Understand and preserve qualification and safety issues associated with services provided by FSU and Port Services personnel;</li></ul> <p>The task should include advice as to what policy and procedures would need to be adopted and/or amended in order to ensure that the workforces within Navy organisations are protected, with a view to ensuring that required technical skills remain available to provide agreed support to generate potential sustainment costs savings.</p> <p>The task will advise recommendations to contractual mechanisms, personnel management or processes to achieve optimum utilisation of Navy personnel within the RMC and broader Sustainment network, for both sustainment efficiencies and improved training outcomes to be realised.</p> <p>TASK 2 Identified risk – Task 2 will rely heavily on stakeholder engagement. FSU/PSU staff may be withdrawn due to operational deficiency requirements (PDR) or unavailable due to training or downtime etc.</p>

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<b>Subcontractors</b>	The Service Provider may nominate subcontractors to provide some or all of the Services.
<b>Location</b>	<p>DPN Access can be provided at Campbell Park, Canberra, ACT</p> <p>Remote work is acceptable.</p> <p>Stakeholder discussions will focus on Canberra or Sydney location</p> <p>Limited travel within Australia may be conducted. Most communications / meetings can be established via electronic means, with Teams (specifically GovTeams) being the preferred channel. Travel to a Sydney location may support greater stakeholder engagement and visual understanding of the working environment of the Sustainment and Maintenance organisations.</p>
<b>Fees</b>	<p>Fixed price for deliverables based on the following indicative work loads</p> <p><b>Task 1</b> Contractor to provide solution - Indicative work load estimated at five months.</p> <p>a. Business Strategy Improvement or Project Management skill sets - One Level 4 or 5 , 2 days/week – 40 days total (can be same person for both tasks)</p> <p>b. Two Level 3, 4 days/week – 160 days total (80 per person)</p> <p><b>Task 2</b> - Contractor to provide solution - Indicative work load estimated at three – four months.</p> <p>a. Business Strategy Improvement or Project Management skill sets - One Level 4 or 5 , 1 or 2 day/week – 32 days total (can be same person for both tasks)</p> <p>b. Two Level 3, 2.5 days/week – 80 days total (40 per person) can be one person depending on experience.</p>
<b>Payment Terms</b>	<p>For Non-corporate Commonwealth entities:</p> <p>(a) five calendar days where the Agency and the Service Provider both have the capability to deliver and receive e Invoices through the Pan-European Public Procurement On-Line Framework and have agreed to use this method of invoicing; or</p> <p>(b) 20 calendar days]</p>
<b>Travel</b>	<p>Limited travel within Australia may be conducted. Most communications / meetings can be established via electronic means, with Teams (specifically GovTeams) being the preferred channel. Travel to a Sydney location may support greater stakeholder engagement and visual understanding of the working environment of the Sustainment and Maintenance organisations.</p> <p>If contracted personnel are required to travel, and the Commonwealth has provided its prior consent, then the Contractor is entitled to reimbursement for travel, accommodation and related costs up to the Commonwealth Non-SES Travelling Allowance rates for travel, accommodation and meals. The allowance rates have been adjusted to account for the impact of the Goods and Services Tax and are reviewed on a regular basis to take account of the price fluctuations over time.</p> <p>Any Travelling Allowance Rates provided to the Contractor under the Contract have been supplied to the Department of Defence under licence by the Department of Employment and Workplace Relations for Defence purposes</p>

<b>Request For Quotation for Services</b>	
	<p>only. The Contractor shall not make public or disclose the Travelling Allowance Rates to other agencies, organisations or individuals without the prior written consent of the Department of Defence. This clause shall survive the expiration or termination of the Contract and shall apply regardless of whether the Travelling Allowance Rates are or become public knowledge.</p> <p>Any reimbursement claims for travel expenses are to be submitted on a valid tax invoice, where the supplier has an Australian Business Number and is registered for GST. Where a supplier has an Australian Business Number and is registered for GST with the Australian Taxation Office, it will be entitled to recover the GST component of any travel costs through an input tax credit.</p> <p>The supplier is only entitled to claim 10/11ths of the applicable rates, removing the 10% GST portion from the standard Defence travel entitlements. The supplier may then add their GST component to the reimbursement claim, allowing Defence to claim this GST as an input credit from the Australian Tax Office.</p>
<b>Agency Material</b>	Not Applicable
<b>Existing Material</b>	Not Applicable
<b>Contract Material</b>	[Unless specified in the Statement of Work, insert details of any Contract Material]
<b>Confidential Information</b>	The engagement is confidential and sensitive. The Service Provider will not discuss its role, or any of the options with the market without the prior written consent of the Department of Defence. All personnel are required to sign a Confidentiality Deed (as applicable).
<b>Key Personnel Requirements</b>	
<b>Required Qualifications and Experience</b>	<p>[Include details of mandatory/desired qualifications, expertise, capacity and capability of Key Personnel, and whether or not they must have a security clearance]</p> <p>Level 4 / 5 - Previous experience with Complex Sustainment and Senior Leadership engagement</p> <p>Level 4 and 3 - NV1 minimum security clearance required</p> <p>Curriculum vitae (CV's) for all personnel are requested.</p>
<b>Other Requirements for Key Personnel</b>	proposed 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. Any Contract will be conditional on this occurring
<b>Additional Requirements</b>	
<b>Agency Data Storage Requirements</b>	Agency specific data storage requirement, for example whether data can or cannot be stored offshore and if a data breach response plan will be required (see clause 23.2)

<b>Request For Quotation for Services</b>	
	Information must be handled and stored in accordance with the Defence Security Policy Framework. Information provided by Defence will be classified at least Official: Sensitive
<b>Agency Security Requirements</b>	<p>[State any additional security requirements to the requirements contained in the Head Agreement, or that apply to particular aspects of work, or insert 'Not Applicable'].</p> <p>The Service Provider must comply with the Security Policy Framework, the Information and Communications Technology Manual and the Defence Values</p>
<b>Security Clearance Requirements</b>	<p>Personnel cannot be "dual-national" and "third country national" to ITAR - PROSCRIBED COUNTRIES LIST (22 CFR 126.1).</p> <p>The contractors will be required to hold a minimum of NV1 security clearance.</p> <p>Contractors must have or be able to obtain a Defence Common Access Card to enable access to defence establishments.</p> <p>Respondent shall detail and provide evidence supporting their current DISP status.</p>
<b>Liability</b>	The default liability cap is set out in clause 19.
<b>Agency Insurance Requirements</b>	Not Applicable.
<b>Agency Service Levels</b>	[Insert any proposed service level that apply to the delivery of the Services]
<b>Conditions/Restrictions for Personal Information</b>	<p>Not Applicable</p> <p>The Service Provider must comply with the Privacy Act 1988 as if it were the Agency</p>
<b>Other Additional Requirements</b>	Not Applicable
<b>Commonwealth Policy Requirements</b>	
<b>Shadow Economy Policy</b>	<p>[For procurements valued at \$4 million or more the Shadow Economy Policy applies. Agencies must obtain a Valid and Satisfactory Statement of Tax Record for any Partner that will be involved in the delivery of the Services]</p> <p>Not Applicable</p>
<b>Indigenous Procurement Policy</b>	<p>[For procurements valued at \$7.5 million or more, insert that clause 16.4.4 of the Head Agreement applies]</p> <p>Not Applicable</p>
<b>Australian Industry Participation Plan</b>	<p>[For procurement valued at \$20 million or more, the Australian Industry Participation policy may apply]</p> <p>Not Applicable</p>
<b>Evaluation Criteria</b>	
<p>Responses to this RFQ will be evaluated against the following criteria: [Agencies should be able to select the evaluation criteria they wish to apply and/or include their own criteria].</p> <ul style="list-style-type: none"> <li>The Service Provider's demonstrated understanding of the Services required, current strategic issues, Naval governance and organisational constructs, and their demonstrated understanding and identification of, key challenges and the management of risk.</li> </ul>	

## **Request For Quotation for Services**

- The Service Provider's demonstrated capability and capacity to provide the services described in the Detailed Statement of Work to a very high standard and within the specified timeframes.
- The Service Provider's demonstrated understanding of the One Defence Capability System and Financial Policy especially as it pertains to Sustainment/Product Management.
- The Service Providers understanding of Maritime and Integrated Capabilities and their Sustainment requirements.
- The Service Provider's demonstrated organisational experience in providing the similar services to the services described in the Detailed Statement of Work.
- The relevant experience of nominated Key Personnel in providing the similar services to the services described in the Detailed Statement of Work [include any relevant qualifications, certifications, etc. required].
- The professional and other standards that your organisation would apply to the Services and the measures your organisation proposes to ensure that standards are maintained for the term of the Contract.

The professional and other standards that your organisation would apply to the Services and the measures your organisation proposes to ensure that standards are maintained for the term of the Contract. The extent to which the level and structure of fees proposed provides value for money for the Australian Government.

### ***Responding to this RFQ***

[Agencies will select from the requirements below and/or include their own requirements]

The Service Provider is required to complete the following information:

[Service Provider's Representative]

[Service Provider's Name]

[Service Provider's Address]

[Service Provider's ABN]

[Service Provider's email address]

In responding to this RFQ, the Service Provider should:

- describe its understanding of the Services required, including the identification of any key challenges and the management of risk
- detail its capability and capacity to provide the services described in the Detailed Statement of Work to a very high standard and within the specified timeframes
- detail its organisational experience in providing the similar services to the services described in the Detailed Statement of Work
- detail the relevant experience of nominated Key Personnel in providing the similar services to the services described in the Detailed Statement of Work including any qualifications, certifications, affiliations that the nominated Key Personnel have
- describe the professional and other standards that your organisation would apply to the Services and the measures your organisation proposes to ensure that standards are maintained for the term of the Contract.

The Service Provider is also required to:

- identify any subcontractors nominated to provide the services and their role in the delivery of the services
- disclose any conflicts of interest it would have with the delivery of the Services
- include any information in its respond that it requests to remain confidential.

<b>Request For Quotation for Services</b>			
	<b>Service Provider Confidential information</b>	<b>Period of Confidentiality</b>	

# Schedule 6 – Order Template

**Note to Service Provider:**

This Schedule 6 provides an Order Template for the provision of Management Advisory Service to an Agency, as detailed in clause 11.3 of the Head Agreement. It is intended that the Order Template will be provided as a smart form. The intent of this template and any smart form is to achieve a high level of standardisation and consistency in Agency Orders to provide efficiencies to Agencies and Service Providers, however, it will not be mandatory that Agencies use this Order Template or any equivalent smart form to Order Services from Service Providers.

## 1. Introduction

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

<b><u>Order for Services</u></b>	
<p>s47F</p> <p>Deloitte</p> <p>6 Brindabella Circuit Brindabella Business Park Canberra Airport 2609</p> <p>ABN 74 490 121 060</p> <p>Sent via: [email] s47F @deloitte.com.au</p>	
<b><i>Agency Order Information</i></b>	
<b>Agency</b>	Navy Strategic Command – Department of Defence
<b>Agency File Reference</b>	NMP 2160 - RFx22301 - BS63521649
<b>Order Number</b>	Outline Agreement 5000115795
<b>Cost Centre</b>	400137
<b><i>Order Commencement Date and Term</i></b>	
<b>Order Commencement Date</b>	24 Mar 25
<b>Order Term and Extensions</b>	<p>The Order expires on 31 Oct 25 (Initial Term).</p> <p>The Agency may in its sole discretion extend the Initial Term of this Order for a further period or periods, up to 12 months, 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 Period/s).</p>
<b><i>Statement of Work</i></b>	
<b>Service Area</b>	Corporate and Commercial

<b><u>Order for Services</u></b>	
<b>Service Category</b>	Organisational Planning and Development, Corporate Governance and Programs and Projects
<b>Service Sub-category</b>	Business Strategy and Improvement, Change Management, Business Performance and Reviews Governance structures and performance Program/Project Management
<b>Detailed Statement of Work</b>	<p><b>Task 1 - Navy Product Schedule (PDS) Review &amp; NSRB Governance</b></p> <p>This action requires analysis of the current maritime sustainment environment, Navy Sustainment architecture, the MSA's and consideration of the different types of Navy PDS's which have developed since the inception of the current arrangements post RIZZO. It requires a solid understanding of Defence current strategic direction as well as policy and processes associated with the One Defence Capability System, the Defence Accounting Policy Framework and product / sustainment management.</p> <p>The task will deliver a report recommending an optimal governance architecture to support future Navy sustainment requirements. Current strategic direction from sources such as Defence Strategic Review, Defence Industry Development Strategy, and the National Defence Strategy must be considered. The task will investigate current strategic management structures and processes, and performance and reporting structures of the Navy Maritime Sustainment Products and make recommendations to support future governance and decision making, and the optimisation and prioritisation of budgets.</p> <p>Task 1 shall be conducted based on <i>MAS Panel - Request for Quotation RFX 22301 - NMP2160</i> (BS63344159) and <i>Final Deloitte Response to RFX22301 Maritime Sustainment</i> (BS64365429) and <i>RFX22301 Maritime Sustainment - Response to Questions</i> (BS64939163).</p> <p><b>Task 2 - Operating/Maintenance Systems Review</b></p> <p>This action requires consideration of the current Fleet Support Unit (FSU) and Port Services organisations and how they may be more optimally utilised in supporting Sustainment of Maritime Capabilities.</p> <p>The task will deliver separate outcome reports for each organisation (FSU and Port Services) noting their considerable differences in function, workforce, processes, and connection to the Maritime Sustainment environment and management. The primary strategic rationale for the FSU and Port Services organisations must remain paramount in any recommended outcomes.</p> <p>Task 2 shall be conducted based on <i>MAS Panel - Request for Quotation RFX 22301 - NMP2160</i> (BS63344159) and <i>Final Deloitte Response to RFX22301 Maritime Sustainment</i> (BS64365429) and <i>RFX22301 Maritime Sustainment - Response to Questions</i> (BS64939163).</p>

**Order for Services**

<b>Milestones</b>	<b>Milestone</b>	<b>Due Date</b>	<b>Price (exc GST)</b>	<b>Price (inc GST)</b>
	Program Management Implementation Plan Deliverable 1	End Week 5 (24 Apr 25)	s47G	
	Deliverable 2	Ongoing		
	Stakeholder Engagement Reports Deliverable 3	End Week 14 (27 Jun 25)		
	Final Report Deliverable 4 and 5	End Week 20 (8 Aug 25)		
	<b>Total</b>			
<p><b>Deliverable 1:</b> Program / Management Implementation Plan</p> <p><b>Deliverable 2:</b> Reporting, Meetings and Status Updates</p> <p><b>Deliverable 3:</b> Stakeholder Engagement Reports</p> <p><b>Deliverable 4:</b> Navy Product Schedule (PDS) Review &amp; NSRB Governance Part A – Initial Assessment Part B – Draft report with recommended future Architecture Part C - Final Report Part D - Change Management Plan</p> <p><b>Deliverable 5:</b> Operating/Maintenance Systems Review Part A – Initial Assessment Part B – Draft report Part C - Final Report</p>				
<b>Key Personnel</b>	s47F [Redacted] Co-Lead Engagement Partner Clearance: s47F			
	s47F [Redacted] Co-Lead Engagement Partner Clearance: s47F			
	s47F [Redacted] Lead Defence Partner Clearance: s47F			
	s47F [Redacted] Lead Engagement Director and Maritime Expert Clearance: s47F			

<b><u>Order for Services</u></b>	
	<p>s47F Workstream 1 Sustainment, NSRB and PdS expert Clearance: s47F</p> <p>s47F Workstream-1 core delivery team member Clearance: s47F</p> <p>s47F Workstream 2 Lead Clearance: s47F</p> <p>s47F Workstream 2 core delivery team Clearance: s47F</p> <p>s47F Workstream 2 core delivery team member Clearance: s47F</p> <p>s47F Maritime SME, Workstream 1 Clearance: s47F</p>
<b>Subcontractors</b>	<p>s47F Strategy Development SME Clearance: s47F</p>
<b>Location</b>	<p>DPN Access can be provided at Campbell Park, Canberra, ACT</p> <p>Remote work is acceptable.</p> <p>Stakeholder discussions will focus on Canberra or Sydney location</p> <p>Limited travel within Australia may be conducted. Most communications / meetings can be established via electronic means, with Teams (specifically GovTeams) being the preferred channel. Travel to a Sydney location may support greater stakeholder engagement and visual understanding of the working environment of the Sustainment and Maintenance organisations.</p>

<b><u>Order for Services</u></b>														
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Total			<b>\$580,645.00</b>	<b>\$638,709.50</b>										
<b>Payment Terms</b>	<p>For Non-corporate Commonwealth entities:                      (a) five calendar days where the Agency and the Service Provider both have the capability to deliver and receive e Invoices through the Pan-European Public Procurement On-Line Framework and have agreed to use this method of invoicing;                      or                      (b) 20 calendar days</p>													
<b>Invoicing</b>	<p>The project representative will confirm once a milestone has been achieved. The service provider may then submit an invoice.</p> <p>Invoices to be submitted to s47E(d)@defence.gov.au and must contain details of the milestone being invoiced.</p> <p>s47E(d) @defence.gov.au is the approving email address and should be CC'd</p>													

<b><u>Order for Services</u></b>	
<b>Travel</b>	<p>Limited travel within Australia may be conducted. Most communications / meetings can be established via electronic means, with Teams (specifically GovTeams) being the preferred channel. Travel to a Sydney location may support greater stakeholder engagement and visual understanding of the working environment of the Sustainment and Maintenance organisations.</p> <p>If contracted personnel are required to travel, and the Commonwealth has provided its prior consent, then the Contractor is entitled to reimbursement for travel, accommodation and related costs up to the Commonwealth Non-SES Travelling Allowance rates for travel, accommodation and meals. The allowance rates have been adjusted to account for the impact of the Goods and Services Tax and are reviewed on a regular basis to take account of the price fluctuations over time.</p> <p>Any Travelling Allowance Rates provided to the Contractor under the Contract have been supplied to the Department of Defence under licence by the Department of Employment and Workplace Relations for Defence purposes only. The Contractor shall not make public or disclose the Travelling Allowance Rates to other agencies, organisations or individuals without the prior written consent of the Department of Defence. This clause shall survive the expiration or termination of the Contract and shall apply regardless of whether the Travelling Allowance Rates are or become public knowledge.</p> <p>Any reimbursement claims for travel expenses are to be submitted on a valid tax invoice, where the supplier has an Australian Business Number and is registered for GST. Where a supplier has an Australian Business Number and is registered for GST with the Australian Taxation Office, it will be entitled to recover the GST component of any travel costs through an input tax credit.</p> <p>The supplier is only entitled to claim 10/11ths of the applicable rates, removing the 10% GST portion from the standard Defence travel entitlements. The supplier may then add their GST component to the reimbursement claim, allowing Defence to claim this GST as an input credit from the Australian Tax Office.</p>
<b>Agency Material</b>	Not Applicable
<b>Existing Material</b>	Not Applicable
<b>Contract Material</b>	Specified in the Statement of Work RFx22301
<b>Restrictions on use of Contract Material</b>	Specified in MAS Panel, nil additional restrictions.
<b>Restrictions on use of Service Provider's name, trade name or logo</b>	Specified in MAS Panel, nil additional restrictions.

<b><u>Order for Services</u></b>	
<b>Confidential Information</b>	<p>The engagement is confidential and sensitive. The Service Provider will not discuss its role, or any of the options with the market without the prior written consent of the Department of Defence. All personnel are required to sign a Confidentiality Deed (as applicable).</p> <p><i>[Information on confidentiality provisions is available at: <a href="http://www.finance.gov.au/procurement/procurement-policy-and-guidance/buying/contract-issues/confidentiality-procurement-cycle/principles.html">http://www.finance.gov.au/procurement/procurement-policy-and-guidance/buying/contract-issues/confidentiality-procurement-cycle/principles.html</a> ]</i></p>
<b>Additional requirements</b>	
<b>Internal Working Papers</b>	The default position under clause 20.4 is that the Service Provider is not required to deliver internal working papers (including Audit Working Papers) that are required to be retained under applicable Laws or professional standards.
<b>Intellectual Property</b>	The Agency default position in clause 20.2.1 – and have the Agency own the IP in Contract Material. The default licence the Agency gets under 20.2.3 for Contract Material includes a right to transfer and sub-license.
<b>Key Personnel Requirements</b>	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. Any Contract will be conditional on this occurring.
<b>Return of confidential information</b>	The default position under clause 22.6.3 is that the Service Provider may retain one copy of Agency Confidential Information to the extent included in the Contract Material for its professional record keeping obligations, for insurance purposes or as otherwise required by Law.
<b>Agency Data Storage Requirements</b>	<p>Information must be handled and stored in accordance with the Defence Security Policy Framework. Information provided by Defence will be classified at least Official: Sensitive</p> <p>All work is to be conducted on DPN and files stored in Objective IAW Defence Policy.</p>
<b>Security</b>	The Service Provider must comply with the requirements contained in the Head Agreement.
<b>Additional Requirements – security</b>	Additionally the Service Provider must comply with Defence Security Policy Framework, the Information and Communications Technology Manual and the Defence Values.
<b>Conditions/Restrictions for Personal Information</b>	Not Applicable
<b>Liability</b>	The default liability cap is set out in clause 19.
<b>Additional or alternate Requirements – insurance</b>	<p>Not Applicable.</p> <p>Where 'Not Applicable' is specified, the insurance requirements under the Head Agreement will apply.</p>

<b><u>Order for Services</u></b>	
<b>Agency Service Levels</b>	Not Applicable
<b>Service Provider termination right</b>	The default position under clause 26.2.3 of the Head Agreement is that the Service Provider may terminate the Contract due to Agency non-payment of Fees, or if the Agency breaches a material provision and does not remedy this within 40 Business Days after receiving a notice to remedy. Insert whether this position or an alternative position applies (including if different timeframes should apply)
<b>Termination for convenience costs in relation to Fees for Services calculated on a milestone basis</b>	The default position under clause 26.4.3(a) of the Head Agreement is that where Fees in an Order are calculated on a milestone basis, the Agency will pay Fees for Ordered Services completed before the date of termination for convenience on a time and materials basis where the Service Provider can substantiate this.
<b><i>Commonwealth Procurement Connected Policy Requirements</i></b>	
Not Applicable	
<b><i>Agency Information</i></b>	
<b>Agency Representative</b>	<p>Name: s47E(d)</p> <p>Position: Director Navy Logistics Capability</p> <p>Address: s47E(d) 100 Northcott Drive Majura ACT 2609</p> <p>Email s47E(d) @defence.gov.au</p> <p>Contact number: s47E(d)</p>
<b>Agency Address for Notices</b>	<p>Postal Address: Navy Minors Capital Program s47E(d) PO Box 7902 Russell ACT 2600</p> <p>Email s47E(d) @defence.gov.au</p>
<b>Agency Address for Invoices</b>	<p>Invoices to be submitted to invoices@defence.gov.au and must contain details of the milestone being invoiced.</p> <p>s47E(d) @defence.gov.au is the approving email address and should be CC'd</p>
<b>Service Provider Information</b>	

<b>Order for Services</b>	
<b>Service Provider Representative</b>	<b>Name:</b> s47F <b>Position:</b> Partner <b>Address:</b> 6 Brindabella Circuit Brindabella Business Park Canberra Airport 2609 <b>Email:</b> s47F@deloitte.com.au <b>Contact number:</b> s47F
<b>Service Provider Address for Notices</b>	<b>Postal Address:</b> 6 Brindabella Circuit Brindabella Business Park Canberra Airport 2609 <b>Email:</b> s47F@deloitte.com.au

Signed for and on behalf of  
Commonwealth of Australia  
as represented by the Department of  
Defence, ABN 68 706 814 312

s47E(d)

Digitally signed by  
s47E(d)

09:53:28 +11'00'

s47E(d)

\_\_\_\_\_  
*Signature of authorised officer*

\_\_\_\_\_  
*Director Navy Logistics Capability*

Signed for and on behalf of  
Deloitte, ABN 74 490 121 060

s47F

Digitally signed by  
s47F

Date: 2025.03.13  
15:05:29 +11'00'

s47F

\_\_\_\_\_  
*Partner*

\_\_\_\_\_  
*Signature of Service Provider's authorised representative*

# Schedule 6 – Order Template

**Note to Service Provider:**

This Schedule 6 provides an Order Template for the provision of Management Advisory Service to an Agency, as detailed in clause **Error! Reference source not found.** of the Head Agreement. It is intended that the Order Template will be provided as a smart form. The intent of this template and any smart form is to achieve a high level of standardisation and consistency in Agency Orders to provide efficiencies to Agencies and Service Providers, however, it will not be mandatory that Agencies use this Order Template or any equivalent smart form to Order Services from Service Providers.

## 1. Introduction

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

<b><u>Order for Services</u></b>	
<p>s47F</p> <p>Deloitte</p> <p>6 Brindabella Circuit Brindabella Business Park Canberra Airport 2609</p> <p>ABN 74 490 121 060</p> <p>Sent via: [email] s47F <a href="mailto:s47F@deloitte.com.au">deloitte.com.au</a></p>	
<b>Agency Order Information</b>	
<b>Agency</b>	Navy Strategic Command – Department of Defence
<b>Agency File Reference</b>	NMP 2160 - RFx22301 - BS63521649
<b>Order Number</b>	Outline Agreement 5000115795
<b>Cost Centre</b>	50001313
<b>Order Commencement Date and Term</b>	
<b>Order Commencement Date</b>	24 Mar 25
<b>Order Term and Extensions</b>	<p>The Order expires on 31 Oct 25 (Initial Term).</p> <p>The Agency may in its sole discretion extend the Initial Term of this Order for a further period or periods, up to 12 months, 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 Period/s).</p> <p>Contract Change Proposal has been enacted, extension Order of Services expires on 19 Dec 25</p>

<b><u>Order for Services</u></b>	
<b>Statement of Work</b>	
<b>Service Area</b>	Corporate and Commercial
<b>Service Category</b>	Organisational Planning and Development, Corporate Governance and Programs and Projects
<b>Service Sub-category</b>	Business Strategy and Improvement, Change Management, Business Performance and Reviews Governance structures and performance Program/Project Management
<b>Detailed Statement of Work</b>	<p><b>Task 1 - Navy Product Schedule (PDS) Review &amp; NSRB Governance</b></p> <p>This action requires analysis of the current maritime sustainment environment, Navy Sustainment architecture, the MSA's and consideration of the different types of Navy PDS's which have developed since the inception of the current arrangements post RIZZO. It requires a solid understanding of Defence current strategic direction as well as policy and processes associated with the One Defence Capability System, the Defence Accounting Policy Framework and product / sustainment management.</p> <p>The task will deliver a report recommending an optimal governance architecture to support future Navy sustainment requirements. Current strategic direction from sources such as Defence Strategic Review, Defence Industry Development Strategy, and the National Defence Strategy must be considered. The task will investigate current strategic management structures and processes, and performance and reporting structures of the Navy Maritime Sustainment Products and make recommendations to support future governance and decision making, and the optimisation and prioritisation of budgets.</p> <p>Task 1 shall be conducted based on <i>MAS Panel - Request for Quotation RFX 22301 - NMP2160</i> (BS63344159) and <i>Final Deloitte Response to RFX22301 Maritime Sustainment</i> (BS64365429) and <i>RFX22301 Maritime Sustainment - Response to Questions</i> (BS64939163).</p> <p><b>Task 2 - Operating/Maintenance Systems Review</b></p> <p>This action requires consideration of the current Fleet Support Unit (FSU) and Port Services organisations and how they may be more optimally utilised in supporting Sustainment of Maritime Capabilities.</p> <p>The task will deliver separate outcome reports for each organisation (FSU and Port Services) noting their considerable differences in function, workforce, processes, and connection to the Maritime Sustainment environment and management. The primary strategic rationale for the FSU and Port Services organisations must remain paramount in any recommended outcomes.</p> <p>Task 2 shall be conducted based on <i>MAS Panel - Request for Quotation RFX 22301 - NMP2160</i> (BS63344159) and <i>Final Deloitte Response to RFX22301 Maritime Sustainment</i> (BS64365429) and <i>RFX22301 Maritime Sustainment - Response to Questions</i> (BS64939163).</p>

## Order for Services

**Activity is to consider the central problem of how to use and allocate the technical workforce across Defence. This body of work is required to align the key 2\* stakeholders and develop a shared vision, hence the need to undertake a series of workshops, building on the work already completed in Task 2.**

### **Task 3 – Workshops**

**Workshop 1:** Agree problem statement and scope

- a. Develop workshop 1 materials
- b. Validate exam question and identify a common view of key challenges
- c. Agree definition of technical workforce across ADF and APS, time horizon(s), and scale of change needed to address
- d. Establish a common vision of success and a set of workforce principles
- e. Capture findings in a short write up document

**Workshop 2:** Analysis to support workshop 2

- a. Identify and analyse quantitative information to support the problem statement including the scale of the challenge over time
  - b. Prepare materials to support pre-reading and key insights for workshop 2
3. Workshop 2: Develop root cause analysis
- a. Develop workshop 2 materials
  - b. Run session to co-develop an Ishikawa (fishbone) diagram based on key challenges in Workshop 1, to identify root causes of key issues against the workforce principles
  - c. Agree whether root causes are within Navy's ability to control or influence, or whether they are external factors and map to time horizons
  - d. Capture findings in a short write up document

**Workshop 3:** Identify workforce initiatives for CN

- a. Develop workshop 3 materials
- b. Co-develop a list of potential interventions to address root causes and enable realisation of the vision of success
- c. Use assessment criteria of benefits/impacts vs. costs/risks of implementation to prioritise potential interventions for CN

**Order for Services**

Order for Services				
	Milestone	Due Date	Price (exc GST)      Price (inc GST)	
<b>Milestones</b>	Program Management Implementation Plan Deliverable 1	End Week 5 (24 Apr 25)	s47G	
	Deliverable 2	Ongoing		
	Stakeholder Engagement Reports Deliverable 3	End Week 26 (19 Sep 25)		
	Final Report Deliverable 4 and 5	End Week 28 (3 Oct 25)		
	<b>Total</b>			<b>\$580,645.00</b> <b>\$638,709.50</b>
	Additional Workshops Deliverable 6	End week 32 (31 Oct 25)	s47G	
	<b>Revised total</b>			<b>\$630,645.00</b> <b>\$693,709.50</b>
	<p><b>Deliverable 1:</b> Program / Management Implementation Plan</p> <p><b>Deliverable 2:</b> Reporting, Meetings and Status Updates</p> <p><b>Deliverable 3:</b> Stakeholder Engagement Reports</p> <p><b>Deliverable 4:</b> Navy Product Schedule (PDS) Review &amp; NSRB Governance</p> <p>Part A – Initial Assessment</p> <p>Part B – Draft report with recommended future Architecture</p> <p>Part C - Final Report</p> <p>Part D - Change Management Plan</p> <p><b>Deliverable 5:</b> Operating/Maintenance Systems Review</p> <p>Part A – Initial Assessment</p> <p>Part B – Draft report</p> <p>Part C - Final Report</p> <p><b>Deliverable 6:</b> Reports from Workshops</p> <p><b>Part A</b> – Workshop One Report</p> <p><b>Part B</b> – Workshop Two Report</p> <p><b>Part C</b> – Workshop Three Report</p>			

<b><u>Order for Services</u></b>	
<b>Key Personnel</b>	<p>s47F Co-Lead Engagement Partner Clearance: s47F</p> <p>s47F Co-Lead Engagement Partner Clearance: s47F</p> <p>s47F Lead Engagement Director and Maritime Expert Clearance: s47F</p> <p>s47F Workstream 1 Sustainment, NSRB and PdS expert Clearance: s47F</p> <p>s47F Workstream 1 core delivery team member Clearance: s47F</p> <p>s47F Workstream 1 core delivery team member Clearance: s47F</p> <p>s47F Workstream 2 Lead Clearance: s47F</p> <p>s47F Workstream 2 core delivery team Clearance: s47F</p> <p>s47F Workstream 2 core delivery team member Clearance: s47F</p> <p>s47F Maritime SME, Workstream 1 Clearance: s47F</p> <p>s47F Task 3 - Workshop Lead - Engagement Partner Clearance: s47F</p>
<b>Subcontractors</b>	<p>s47F Strategy Development SME Clearance: s47F</p>
<b>Location</b>	<p>DPN Access can be provided at Campbell Park, Canberra, ACT</p> <p>Remote work is acceptable.</p> <p>Stakeholder discussions will focus on Canberra or Sydney location</p> <p>Limited travel within Australia may be conducted. Most communications / meetings can be established via electronic means, with Teams (specifically GovTeams) being the preferred channel. Travel to a Sydney location may support greater stakeholder</p>

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<b><u>Order for Services</u></b>	
<b>Travel</b>	<p>Limited travel within Australia may be conducted. Most communications / meetings can be established via electronic means, with Teams (specifically GovTeams) being the preferred channel. Travel to a Sydney location may support greater stakeholder engagement and visual understanding of the working environment of the Sustainment and Maintenance organisations.</p> <p>If contracted personnel are required to travel, and the Commonwealth has provided its prior consent, then the Contractor is entitled to reimbursement for travel, accommodation and related costs up to the Commonwealth Non-SES Travelling Allowance rates for travel, accommodation and meals. The allowance rates have been adjusted to account for the impact of the Goods and Services Tax and are reviewed on a regular basis to take account of the price fluctuations over time.</p> <p>Any Travelling Allowance Rates provided to the Contractor under the Contract have been supplied to the Department of Defence under licence by the Department of Employment and Workplace Relations for Defence purposes only. The Contractor shall not make public or disclose the Travelling Allowance Rates to other agencies, organisations or individuals without the prior written consent of the Department of Defence. This clause shall survive the expiration or termination of the Contract and shall apply regardless of whether the Travelling Allowance Rates are or become public knowledge.</p> <p>Any reimbursement claims for travel expenses are to be submitted on a valid tax invoice, where the supplier has an Australian Business Number and is registered for GST. Where a supplier has an Australian Business Number and is registered for GST with the Australian Taxation Office, it will be entitled to recover the GST component of any travel costs through an input tax credit.</p> <p>The supplier is only entitled to claim 10/11ths of the applicable rates, removing the 10% GST portion from the standard Defence travel entitlements. The supplier may then add their GST component to the reimbursement claim, allowing Defence to claim this GST as an input credit from the Australian Tax Office.</p>
<b>Agency Material</b>	Not Applicable
<b>Existing Material</b>	Not Applicable
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<b>Restrictions on use of Contract Material</b>	Specified in MAS Panel, nil additional restrictions.
<b>Restrictions on use of Service Provider's name, trade name or logo</b>	Specified in MAS Panel, nil additional restrictions.
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<b>Additional requirements</b>	

<b><u>Order for Services</u></b>	
<b>Internal Working Papers</b>	The default position under clause <b>Error! Reference source not found.</b> is that the Service Provider is not required to deliver internal working papers (including Audit Working Papers) that are required to be retained under applicable Laws or professional standards.
<b>Intellectual Property</b>	The Agency default position in clause <b>Error! Reference source not found.</b> – and have the Agency own the IP in Contract Material. The default licence the Agency gets under <b>Error! Reference source not found.</b> for Contract Material includes a right to transfer and sub-license.
<b>Key Personnel Requirements</b>	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. Any Contract will be conditional on this occurring.
<b>Return of confidential information</b>	The default position under clause <b>Error! Reference source not found.</b> is that the Service Provider may retain one copy of Agency Confidential Information to the extent included in the Contract Material for its professional record keeping obligations, for insurance purposes or as otherwise required by Law.
<b>Agency Data Storage Requirements</b>	Information must be handled and stored in accordance with the Defence Security Policy Framework. Information provided by Defence will be classified at least Official: Sensitive  All work is to be conducted on DPN and files stored in Objective IAW Defence Policy.
<b>Security</b>	The Service Provider must comply with the requirements contained in the Head Agreement.
<b>Additional Requirements – security</b>	Additionally the Service Provider must comply with Defence Security Policy Framework, the Information and Communications Technology Manual and the Defence Values.
<b>Conditions/Restrictions for Personal Information</b>	Not Applicable
<b>Liability</b>	The default liability cap is set out in clause <b>Error! Reference source not found.</b>
<b>Additional or alternate Requirements – insurance</b>	Not Applicable.  Where 'Not Applicable' is specified, the insurance requirements under the Head Agreement will apply.
<b>Agency Service Levels</b>	Not Applicable
<b>Service Provider termination right</b>	The default position under clause <b>Error! Reference source not found.</b> of the Head Agreement is that the Service Provider may terminate the Contract due to Agency non-payment of Fees, or if the Agency breaches a material provision and does not remedy this within 40 Business Days after receiving a notice to remedy. Insert whether this position or an alternative position applies (including if different timeframes should apply)
<b>Termination for convenience costs in relation to Fees for Services calculated on a milestone basis</b>	The default position under clause <b>Error! Reference source not found.</b> of the Head Agreement is that where Fees in an Order are calculated on a milestone basis, the Agency will pay Fees for Ordered Services completed before the date of termination for convenience on a time and materials basis where the Service Provider can substantiate this.

<b><u>Order for Services</u></b>	
<b>Commonwealth Procurement Connected Policy Requirements</b>	
Not Applicable	
<b>Agency Information</b>	
<b>Agency Representative</b>	<p>Name: s47E(d)</p> <p>Position: Director Navy Logistics Capability</p> <p>Address: s47E(d) 100 Northcott Drive Majura ACT 2609</p> <p>Email: s47E(d) @defence.gov.au</p> <p>Contact number: s47E(d)</p>
<b>Agency Address for Notices</b>	<p>Postal Address: Navy Minors Capital Program s47E(d) PO Box 7902 Russell ACT 2600</p> <p>Email s47E(d) @defence.gov.au</p>
<b>Agency Address for Invoices</b>	<p>Invoices to be submitted to s47E(d) @defence.gov.au and must contain details of the milestone being invoiced.</p> <p>s47E(d) @defence.gov.au is the approving email address and should be CC'd</p>
<b>Service Provider Information</b>	
<b>Service Provider Representative</b>	<p>Name: s47F</p> <p>Position: Partner</p> <p>Address: 6 Brindabella Circuit Brindabella Business Park Canberra Airport 2609</p> <p>Email s47F @deloitte.com.au</p> <p>Contact number: s47F</p>

<b>Order for Services</b>	
<b>Service Provider Address for Notices</b>	<b>Postal Address:</b> 6 Brindabella Circuit Brindabella Business Park Canberra Airport 2609 <b>Email:</b> s47F @deloitte.com.au

Signed for and on behalf of  
Commonwealth of Australia  
as represented by the Department of  
Defence, ABN 68 706 814 312

s47E(d) Digitally signed by  
s47E(d)  
Date: 2025.09.23  
10:23:49 +10'00'

s47E(d)

\_\_\_\_\_  
*Signature of authorised officer*

\_\_\_\_\_  
*Director Navy Logistics Capability*

Signed for and on behalf of  
Deloitte, ABN 74 490 121 060

s47F Digitally signed by  
s47F  
Date: 2025.09.23  
10:05:06 +10'00'

s47F

\_\_\_\_\_  
*Partner*

\_\_\_\_\_  
*Signature of Service Provider's authorised  
representative*

# Schedule 6 – Order Template

**Note to Service Provider:**

This Schedule 6 provides an Order Template for the provision of Management Advisory Service to an Agency, as detailed in clause **Error! Reference source not found.** of the Head Agreement. It is intended that the Order Template will be provided as a smart form. The intent of this template and any smart form is to achieve a high level of standardisation and consistency in Agency Orders to provide efficiencies to Agencies and Service Providers, however, it will not be mandatory that Agencies use this Order Template or any equivalent smart form to Order Services from Service Providers.

## 1. Introduction

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

<b><u>Order for Services</u></b>	
<p>s47F</p> <p>Deloitte</p> <p>6 Brindabella Circuit Brindabella Business Park Canberra Airport 2609</p> <p>ABN 74 490 121 060</p> <p>Sent via: [email] s47F@deloitte.com.au</p>	
<b>Agency Order Information</b>	
<b>Agency</b>	Navy Strategic Command – Department of Defence
<b>Agency File Reference</b>	NMP 2160 - RFx22301 – BS73454858
<b>Order Number</b>	Outline Agreement 5000115795
<b>Cost Centre</b>	50001313
<b>Order Commencement Date and Term</b>	
<b>Order Commencement Date</b>	24 Mar 25
<b>Order Term and Extensions</b>	<p>The Order expires on 31 Oct 25 (Initial Term).</p> <p>The Agency may in its sole discretion extend the Initial Term of this Order for a further period or periods, up to 12 months, 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 Period/s).</p> <p>Contract Change Proposal has been enacted, extension Order of Services expires on 19 Dec 25</p> <p>Another Contract Change Proposal has been enacted, extension Order of Services expires on 27 Mar 26</p>

<b><u>Order for Services</u></b>	
<b>Statement of Work</b>	
<b>Service Area</b>	Corporate and Commercial
<b>Service Category</b>	Organisational Planning and Development, Corporate Governance and Programs and Projects
<b>Service Sub-category</b>	Business Strategy and Improvement, Change Management, Business Performance and Reviews Governance structures and performance Program/Project Management
<b>Detailed Statement of Work</b>	<p><b>Task 1 - Navy Product Schedule (PDS) Review &amp; NSRB Governance</b></p> <p>This action requires analysis of the current maritime sustainment environment, Navy Sustainment architecture, the MSA's and consideration of the different types of Navy PDS's which have developed since the inception of the current arrangements post RIZZO. It requires a solid understanding of Defence current strategic direction as well as policy and processes associated with the One Defence Capability System, the Defence Accounting Policy Framework and product / sustainment management.</p> <p>The task will deliver a report recommending an optimal governance architecture to support future Navy sustainment requirements. Current strategic direction from sources such as Defence Strategic Review, Defence Industry Development Strategy, and the National Defence Strategy must be considered. The task will investigate current strategic management structures and processes, and performance and reporting structures of the Navy Maritime Sustainment Products and make recommendations to support future governance and decision making, and the optimisation and prioritisation of budgets.</p> <p><b>Extension Task 1 - Detailed Implementation Planning with submission to NCC</b></p> <p>Task 1 was presented to the NSRB in October 2025, and a decision to refer to the NCC for endorsement was taken. Final endorsement at the NCC requires an NCC Paper inclusive of a detailed design of the implementation plan so that activity can commence from March 2026.</p> <p>The NCC requires a consulted decision brief by February 2026. Detailed activities include continue building out the implementation plan for all Task 1 recommendations, which include finalising:</p> <ul style="list-style-type: none"> <li>• The programmatic structure and the products schedules that are recommended to exist in the future Navy Sustainment Enterprise - Programs to be endorsed, with constituent PdS – amalgamations or new PdS are to be considered/recommended as part of the implementation of the programmatic structure. The structure must align with current Navy and Delivery Group architectures and should utilise current governance structures where possible.</li> <li>• Requirements for the 10-year Integrated Master Plan and the top level KPIs these plans will support. This outcome aligns to our strategic relationship requirement between Navy and the Delivery. These details will form the basis for Materiel Sustainment Agreement (MSA) /PdS changes and Performance reporting including aggregated strategic reporting during implementation if agreed.</li> <li>• How the Sustaining Capital Fund will work in practice. This requires alignment with current finance policy and agreement with DFG on the process</li> </ul>

## Order for Services

- Inputs to the terms of reference for both the NSRB and 1\* Program Boards. This will focus on the key changes required inclusive of 2\* roles and functions, and the setting of boundaries and delegations to lower level boards.
- Deliver a paper to the NCC recommending implementation of the above outcomes. The Paper will include a transformation plan (in the form of a program management approach) —Note to achieve the plan's key accountabilities, timeframes and dates will be documented for acceptance of the principles.
- ~~If the transformation plan is accepted then implementation will be delivered by DCN through the NSRB.~~

This action requires the early socialisation of the programmatic structure, implementation plan and key accountabilities such that the NCC can agree and commit resources both personnel and financial in order to immediately manage the program from March 2026.

Task 1 was based on MAS Panel - Request for Quotation RFX 22301 - NMP2160 (BS63344159) and Final Deloitte Response to RFX22301 Maritime Sustainment (BS64365429) and RFX22301 Maritime Sustainment - Response to Questions (BS64939163). This extension shall also comply with MAS Panel rates and be a deliverables based approach as per RFX 22301.

### **Task 2 - Operating/Maintenance Systems Review**

This action requires consideration of the current Fleet Support Unit (FSU) and Port Services organisations and how they may be more optimally utilised in supporting Sustainment of Maritime Capabilities.

The task will deliver separate outcome reports for each organisation (FSU and Port Services) noting their considerable differences in function, workforce, processes, and connection to the Maritime Sustainment environment and management. The primary strategic rationale for the FSU and Port Services organisations must remain paramount in any recommended outcomes.

Task 2 shall be conducted based on *MAS Panel - Request for Quotation RFX 22301 - NMP2160* (BS63344159) and *Final Deloitte Response to RFX22301 Maritime Sustainment* (BS64365429) and *RFX22301 Maritime Sustainment - Response to Questions* (BS64939163).

## Order for Services

**Activity is to consider the central problem of how to use and allocate the technical workforce across Defence. This body of work is required to align the key 2\* stakeholders and develop a shared vision, hence the need to undertake a series of workshops, building on the work already completed in Task 2.**

### **Task 3 – Workshops**

**Workshop 1:** Agree problem statement and scope

- a. Develop workshop 1 materials
- b. Validate exam question and identify a common view of key challenges
- c. Agree definition of technical workforce across ADF and APS, time horizon(s), and scale of change needed to address
- d. Establish a common vision of success and a set of workforce principles
- e. Capture findings in a short write up document

**Workshop 2:** Analysis to support workshop 2

- a. Identify and analyse quantitative information to support the problem statement including the scale of the challenge over time
  - b. Prepare materials to support pre-reading and key insights for workshop 2
3. Workshop 2: Develop root cause analysis
- a. Develop workshop 2 materials
  - b. Run session to co-develop an Ishikawa (fishbone) diagram based on key challenges in Workshop 1, to identify root causes of key issues against the workforce principles
  - c. Agree whether root causes are within Navy's ability to control or influence, or whether they are external factors and map to time horizons
  - d. Capture findings in a short write up document

**Workshop 3:** Identify workforce initiatives for CN

- a. Develop workshop 3 materials
- b. Co-develop a list of potential interventions to address root causes and enable realisation of the vision of success
- c. Use assessment criteria of benefits/impacts vs. costs/risks of implementation to prioritise potential interventions for CN
- d. Capture findings in a short write up document

**Order for Services**

Greyed out sections indicate task completion

Milestones

Milestone	Due Date	Price (exc GST)	Price (inc GST)
Program Management Implementation Plan Deliverable 1	End Week 5 (24 Apr 25)	s47G	
Deliverable 2	Ongoing		
Stakeholder Engagement Reports Deliverable 3	End Week 26 (19 Sep 25)		
Final Report Deliverable 4 and 5	End Week 28 (3 Oct 25)		
Total (original)		\$580,645.00	\$638,709.50
Additional Workshops Deliverable 6	19 Dec 25	s47G	
Revised total (Sep 25)		\$630,645.00	\$693,709.50
Implementation Plan – Design Deliverable 7	28 Nov 2025	s47G	
Implementation Plan – Stakeholder Engagement Deliverable 8	12 Dec 2025		
Implementation Plan – Develop- Draft Implementation Plan and NCC Brief for Consultation Deliverable 9	16 Jan 2026		
Implementation Plan – Final Implementation Plan, NCC Paper and Presentation to NCC Deliverable 10	27 Feb 2026		
Total DEL07-DEL10			
Revised total (Nov 25)		\$1,030,645.00	\$1,133,709.50

## Order for Services

**Deliverable 1:** Program / Management Implementation Plan - Completed

**Deliverable 2:** Reporting, Meetings and Status Updates - Completed

**Deliverable 3:** Stakeholder Engagement Reports - Completed

**Deliverable 4:** Navy Product Schedule (PDS) Review & NSRB Governance - Completed

Part A – Initial Assessment

Part B – Draft report with recommended future Architecture

Part C - Final Report

Part D - Change Management Plan

**Deliverable 5:** Operating/Maintenance Systems Review - Completed

Part A – Initial Assessment

Part B – Draft report

Part C - Final Report

**Deliverable 6:** Reports from Workshops

**Part A** – Workshop One Report

**Part B** – Workshop Two Report

**Part C** – Workshop Three Report

**Deliverable 7:** Implementation Plan – Design

**Deliverable 8:** Implementation Plan Stakeholder Engagement - Key Stakeholders must be engaged in order to finalised programmatic structure, performance metrics, 10 year master plan and implementation activities.

**Deliverable 9:** Implementation Plan and NCC Brief – Develop Draft and Consult

**Deliverable 10:** Implementation Plan and NCC Brief – Final Report – Formal Presentation to NCC may be required.

<b><u>Order for Services</u></b>	
<b>Key Personnel</b>	<p>s47F Co-Lead Engagement Partner Clearance: s47F</p> <p>s47F Co-Lead Engagement Partner Clearance: s47F</p> <p>s47F Lead Engagement Director Clearance: s47F</p> <p>s47F Maritime Expert Clearance: s47F</p> <p>s47F Phase 3 Delivery Team Clearance: s47F</p> <p>s47F Phase 3 Delivery Team Clearance: s47F</p> <p>s47F Phase 3 Delivery Team Clearance: s47F</p> <p>s47F Workstream 2 core delivery team member Clearance: s47F</p> <p>s47F Task 3 - Workshop Lead - Engagement Partner Clearance s47F</p>
<b>Subcontractors</b>	<p>Nil</p>
<b>Location</b>	<p>DPN Access can be provided at Campbell Park, Canberra, ACT</p> <p>Remote work is acceptable.</p> <p>Stakeholder discussions will focus on Canberra or Sydney location</p> <p>Limited travel within Australia may be conducted. Most communications / meetings can be established via electronic means, with Teams (specifically GovTeams) being the preferred channel. Travel to a Sydney location may support greater stakeholder engagement and visual understanding of the working environment of the Sustainment and Maintenance organisations.</p>

<b>Order for Services</b>																			
<b>Fees</b>	<table border="1"> <thead> <tr> <th>Milestone/Deliverable</th> <th>Price (exc GST)</th> <th>Price (inc GST)</th> </tr> </thead> <tbody> <tr> <td>Deliverable 1</td> <td colspan="2" rowspan="10" style="background-color: #cccccc;">s47G</td> </tr> <tr> <td>Deliverable 2</td> </tr> <tr> <td>Deliverable 3</td> </tr> <tr> <td>Deliverable 4 and 5</td> </tr> <tr> <td>Deliverable 6</td> </tr> <tr> <td>Deliverable 7</td> </tr> <tr> <td>Deliverable 8</td> </tr> <tr> <td>Deliverable 9</td> </tr> <tr> <td>Deliverable 10</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$1,030,645.00</b></td> <td><b>\$1,133,709.50</b></td> </tr> </tbody> </table>		Milestone/Deliverable	Price (exc GST)	Price (inc GST)	Deliverable 1	s47G		Deliverable 2	Deliverable 3	Deliverable 4 and 5	Deliverable 6	Deliverable 7	Deliverable 8	Deliverable 9	Deliverable 10	<b>Total</b>	<b>\$1,030,645.00</b>	<b>\$1,133,709.50</b>
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<b>Payment Terms</b>	<p>For Non-corporate Commonwealth entities:                      (a) five calendar days where the Agency and the Service Provider both have the capability to deliver and receive e Invoices through the Pan-European Public Procurement On-Line Framework and have agreed to use this method of invoicing;                      or                      (b) 20 calendar days</p>																		
<b>Invoicing</b>	<p>The project representative will confirm once a milestone has been achieved. The service provider may then submit an invoice.</p> <p>Invoices to be submitted to s47E(d)@defence.gov.au and must contain details of the milestone being invoiced.</p> <p>s47E(d)@defence.gov.au is the approving email address and should be CC'd</p>																		

<b><u>Order for Services</u></b>	
<b>Travel</b>	<p>Limited travel within Australia may be conducted. Most communications / meetings can be established via electronic means, with Teams (specifically GovTeams) being the preferred channel. Travel to a Sydney location may support greater stakeholder engagement and visual understanding of the working environment of the Sustainment and Maintenance organisations.</p> <p>If contracted personnel are required to travel, and the Commonwealth has provided its prior consent, then the Contractor is entitled to reimbursement for travel, accommodation and related costs up to the Commonwealth Non-SES Travelling Allowance rates for travel, accommodation and meals. The allowance rates have been adjusted to account for the impact of the Goods and Services Tax and are reviewed on a regular basis to take account of the price fluctuations over time.</p> <p>Any Travelling Allowance Rates provided to the Contractor under the Contract have been supplied to the Department of Defence under licence by the Department of Employment and Workplace Relations for Defence purposes only. The Contractor shall not make public or disclose the Travelling Allowance Rates to other agencies, organisations or individuals without the prior written consent of the Department of Defence. This clause shall survive the expiration or termination of the Contract and shall apply regardless of whether the Travelling Allowance Rates are or become public knowledge.</p> <p>Any reimbursement claims for travel expenses are to be submitted on a valid tax invoice, where the supplier has an Australian Business Number and is registered for GST. Where a supplier has an Australian Business Number and is registered for GST with the Australian Taxation Office, it will be entitled to recover the GST component of any travel costs through an input tax credit.</p> <p>The supplier is only entitled to claim 10/11ths of the applicable rates, removing the 10% GST portion from the standard Defence travel entitlements. The supplier may then add their GST component to the reimbursement claim, allowing Defence to claim this GST as an input credit from the Australian Tax Office.</p>
<b>Agency Material</b>	Not Applicable
<b>Existing Material</b>	Not Applicable
<b>Contract Material</b>	Specified in the Statement of Work RFx22301
<b>Restrictions on use of Contract Material</b>	Specified in MAS Panel, nil additional restrictions.
<b>Restrictions on use of Service Provider's name, trade name or logo</b>	Specified in MAS Panel, nil additional restrictions.
<b>Confidential Information</b>	<p>The engagement is confidential and sensitive. The Service Provider will not discuss its role, or any of the options with the market without the prior written consent of the Department of Defence. All personnel are required to sign a Confidentiality Deed (as applicable).</p> <p><i>[Information on confidentiality provisions is available at:</i>  <a href="http://www.finance.gov.au/procurement/procurement-policy-and-guidance/buying/contract-issues/confidentiality-procurement-cycle/principles.html">http://www.finance.gov.au/procurement/procurement-policy-and-guidance/buying/contract-issues/confidentiality-procurement-cycle/principles.html</a>  <i>]</i></p>
<b>Additional requirements</b>	

<b><u>Order for Services</u></b>	
<b>Internal Working Papers</b>	The default position under clause <b>Error! Reference source not found.</b> is that the Service Provider is not required to deliver internal working papers (including Audit Working Papers) that are required to be retained under applicable Laws or professional standards.
<b>Intellectual Property</b>	The Agency default position in clause <b>Error! Reference source not found.</b> – and have the Agency own the IP in Contract Material. The default licence the Agency gets under <b>Error! Reference source not found.</b> for Contract Material includes a right to transfer and sub-license.
<b>Key Personnel Requirements</b>	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. Any Contract will be conditional on this occurring.
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<b>Security</b>	The Service Provider must comply with the requirements contained in the Head Agreement.
<b>Additional Requirements – security</b>	Additionally the Service Provider must comply with Defence Security Policy Framework, the Information and Communications Technology Manual and the Defence Values.
<b>Conditions/Restrictions for Personal Information</b>	Not Applicable
<b>Liability</b>	The default liability cap is set out in clause <b>Error! Reference source not found.</b>
<b>Additional or alternate Requirements – insurance</b>	Not Applicable.  Where ‘Not Applicable’ is specified, the insurance requirements under the Head Agreement will apply.
<b>Agency Service Levels</b>	Not Applicable
<b>Service Provider termination right</b>	The default position under clause <b>Error! Reference source not found.</b> of the Head Agreement is that the Service Provider may terminate the Contract due to Agency non-payment of Fees, or if the Agency breaches a material provision and does not remedy this within 40 Business Days after receiving a notice to remedy. Insert whether this position or an alternative position applies (including if different timeframes should apply)
<b>Termination for convenience costs in relation to Fees for Services calculated on a milestone basis</b>	The default position under clause <b>Error! Reference source not found.</b> of the Head Agreement is that where Fees in an Order are calculated on a milestone basis, the Agency will pay Fees for Ordered Services completed before the date of termination for convenience on a time and materials basis where the Service Provider can substantiate this.

<b><u>Order for Services</u></b>	
<b>Commonwealth Procurement Connected Policy Requirements</b>	
Not Applicable	
<b>Agency Information</b>	
<b>Agency Representative</b>	<p>Name: s47E(d)</p> <p>Position: Director Navy Logistics Capability</p> <p>Address: s47E(d) 100 Northcott Drive Majura ACT 2609</p> <p>Email: s47E(d) @defence.gov.au</p> <p>Contact number: s47E(d)</p>
<b>Agency Address for Notices</b>	<p>Postal Address:</p> <p>Navy Minors Capital Program s47E(d) PO Box 7902 Russell ACT 2600</p> <p>Email: s47E(d) @defence.gov.au</p>
<b>Agency Address for Invoices</b>	<p>Invoices to be submitted to s47E(d) @defence.gov.au and must contain details of the milestone being invoiced.</p> <p>s47E(d) @defence.gov.au is the approving email address and should be CC'd</p>
<b>Service Provider Information</b>	
<b>Service Provider Representative</b>	<p>Name: s47F</p> <p>Position: Partner</p> <p>Address: 6 Brindabella Circuit Brindabella Business Park Canberra Airport 2609</p> <p>Email: s47F @deloitte.com.au</p> <p>Contact number: s47F</p>

<b>Order for Services</b>	
<b>Service Provider Address for Notices</b>	<b>Postal Address:</b> 6 Brindabella Circuit Brindabella Business Park Canberra Airport 2609 <b>Email</b> s47F <a href="mailto:s47F@deloitte.com.au">@deloitte.com.au</a>

Signed for and on behalf of  
Commonwealth of Australia  
as represented by the Department of  
Defence, ABN 68 706 814 312

s47E(d) Digitally signed by  
s47E(d)  
Date: 2025.12.02  
13:46:25 +11'00'

\_\_\_\_\_  
*Signature of authorised officer*

s47E(d)

\_\_\_\_\_  
*Director Navy Logistics Capability*

Signed for and on behalf of  
Deloitte, ABN 74 490 121 060

s47F Digitally signed by  
s47F  
Date: 2025.12.01  
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*Signature of Service Provider's authorised  
representative*