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PART II - SELLING TO THE AUSTRALIAN FEDERAL GOVERNMENT

1. Scope

The purpose of this Report is to provide an understanding of the Federal Government Purchasing Environment related to ADP (Automated Data Processing) and Hi-Tech purchasing.

The Report also looks at:

Tender procedures and the impact of Government policy on the purchasing of ADP and Hi-Tech equipment by individual Departments.

Defence Department requirements relating to Security Clearances and Government Policy.

The key personnel within the Department of Administrative Services and Defence. These people are accessible and co-operative in directing suppliers to the relevant customer groups within the Canberra Environment.

The various terminologies used in relation to Government Contracts is explained in Section 6 under Tender Procedures.

2. Overview

All Government Purchasing requirements exceeding the threshold limit of \$20,000 AUD must be by Tender.

The normal procedure is to use the "Request for Tender" (RFT) process. However, Government Departments are increasingly using "Restricted Request for Tender" (RRFT).

Common items such as PC's, Printers etc, are normally purchased via Panel Contracts. The current Panel Contract for Micro-Computers is PE30. This covers PC's, Printers, Software, etc.