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		• Services conducted in accordance with original equipment manufacturer's specification. • Services provided in accordance with identified CCTV design and engineering specifications.	• 100% compliance unless prior approval obtained from Home Affairs. • 100% compliance unless prior approval obtained from Home Affairs.
<i>Installation and Systems integration Services</i>			
Introduce and implement changes	• Introduce and implement project requirements consistent with Home Affairs operational capabilities/priorities, as identified from time-to-time. This includes, but is not limited to: - Installation and upgrading of identified video surveillance technology and infrastructure; - Racking out of equipment; - Cabling services; - Electrical services; - Fibre optic services; - Microwave/Wireless services; - Ancillary services; and - Development, production and delivery of 'as-built' documentation.	• Services provided in accordance with agreed budget and timeframes. • Outcomes provided are subject to satisfaction of Home Affairs. • Disruptions to Home Affairs operations due to a failure to deliver the required Services. • Local authority approvals, i.e. 'Site Owners/Operators', in place prior to works commencement • Instances of non-compliance with regulatory requirements • Failure to work with Home Affairs contractors to introduce and/or implement equipment. • Re-work required, attributable to the successful Panellist, completed at no additional charge to Home Affairs • Damage and/or re-work impacting the delivery of the Services. • Services conducted in accordance with original equipment manufacturer's specifications. • Services provided in accordance with identified CCTV design and engineering specifications.	• 100% compliance unless prior approval obtained from Home Affairs. • 100% compliance unless prior approval obtained from Home Affairs. • Nil instances. • 100% compliance. • Nil. • Nil instances. • 100% compliance. • Nil instances attributable to the successful Panellist. • 100% compliance unless prior approval obtained from Home Affairs. • 100% compliance unless prior approval obtained from Home Affairs.

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Decommission and dispose of obsolete equipment	- Decommission and dispose of identified video surveillance technology and infrastructure as required. This includes, but is not limited to: - Decommissioning (including certified data sanitisation); - Dismantling and removal (including certified environmental disposal); and - Provision of Site Cleaning and Make Good services.	- Deliverables provided in accordance with Home Affairs brief. - Decommissioning/ disposal plans prepared within agreed budgets and timeframes. - Non-compliance with industry regulations and codes. - Outcomes provided are subject to satisfaction of Home Affairs.	100% compliance unless prior approval obtained from Home Affairs. 100% compliance unless prior approval obtained from Home Affairs. - Nil instances attributable to the successful Panellist. 100% compliance unless prior approval obtained from Home Affairs.
Integrate and deliver changes	- Integrate and deliver project requirements, including identified video surveillance systems design and engineering specifications, consistent with Home Affairs operational capabilities/ priorities. This includes, but is not limited to: - Programming, configuring and integrating the necessary video surveillance technology and infrastructure, including but not limited to, software, communications and hardware components; - Management of the operational performance of the National CCTV system associated with identified physical and electronic video surveillance project requirements; and - Testing and commissioning of video surveillance project requirement.	- Services provided in accordance with agreed budget and timeframes. - Outcomes provided are subject to satisfaction of Home Affairs. - Disruptions to Home Affairs operations due to a failure to deliver the required Services. - Failure to work with Home Affairs contractors to integrate equipment and/or deliver the Services. - Services conducted in accordance with original equipment manufacturer's specification. - Services provided in accordance with identified CCTV design and engineering specifications.	100% compliance unless prior approval obtained from Home Affairs. 100% compliance unless prior approval obtained from Home Affairs. - Nil instances. - Nil instances. 100% compliance unless prior approval obtained from Home Affairs. 100% compliance unless prior approval obtained from Home Affairs.
End-user learning and development	Deliver and maintain required end-user learning and development programs and materials as required, related to the access and use of Home Affairs' National CCTV System.	- Services provided in accordance with agreed budget and timeframes. - Accuracy of information provided.	100% compliance unless prior approval obtained from Home Affairs. - Nil instances of material errors attributable to the successful Panellist.

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		• Absence of appropriate documentation provided to Home Affairs.	• Nil instances attributable to the successful Panellist.
		• Responsiveness to requests for additional learning and development programs.	• Training provided within 10 working days of request.

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5.1 The Service Provider will:

Meeting	Attendees	Frequency	Place
Project Status Meetings	Service Provider, Project Manager	Weekly	Conference call or otherwise

6. Reporting (clause 28.2)

6.1 The Service Provider will:

Report type and content	Frequency
Project Status Report (template supplied by the Department)	Weekly

7. Management and Other Planning**7.1 Project Plan and Schedule**

The Service Provider will use, and maintain, a Project Plan detailing the proposed methodology to be used in the provision of the Services (together with a Gantt chart which will be submitted to the Departments' Project Manager upon any change).

7.2 Transition Plan

The Department requires the Service Provider to develop a transition plan, including details of any relevant practices or procedures, associated with the provision of the proposed Services.

7.3 Risk Management Plan

The Service Provider is required to maintain a Risk Management Plan identifying key risks to the delivery of the Services and the proposed mitigation strategies if any changes occur during the project delivery. The Service Provider should include such risks as how their organisation will ensure business continuity if changes occur.

7.4 Project Closure

- (a) For Departmental acceptance of work, the Service Provider is required to submit a site specific Certificate of Completion form for every location where work has been completed. The Department will evaluate the completed work against the agreed scoped items and will provide a signed copy signifying acceptance of this work.
- (b) Refer to Request for Quotation - **Attachment L - Certificate of Completion Template** for the Certificate of Completion template to be used.

Option 1 - De-commissioning of Wicet, APLNG and QCLNG Hardware

- | | |
|-----------------|--------|
| s. 47D | |
| s. 22(1)(a)(ii) | s. 47D |
| | |
| | |
| | |

Item Description	s. 47E(d), s. 47D
Network and CCTV Infrastructure	
Data Networking and Switching Equipment	s. 47E(d), s. 47D
Supporting Infrastructure	
Equipment Enclosures and Cabinets DC Power Supply and Distribution Systems Installation Hardware and Accessories	s. 47E(d), s. 47D

the Department of Home Affairs
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Other Costs not described elsewhere – Gladstone Region - Option 1

s. 47D



Work Package Cost Summary – Gladstone Region - Option 1

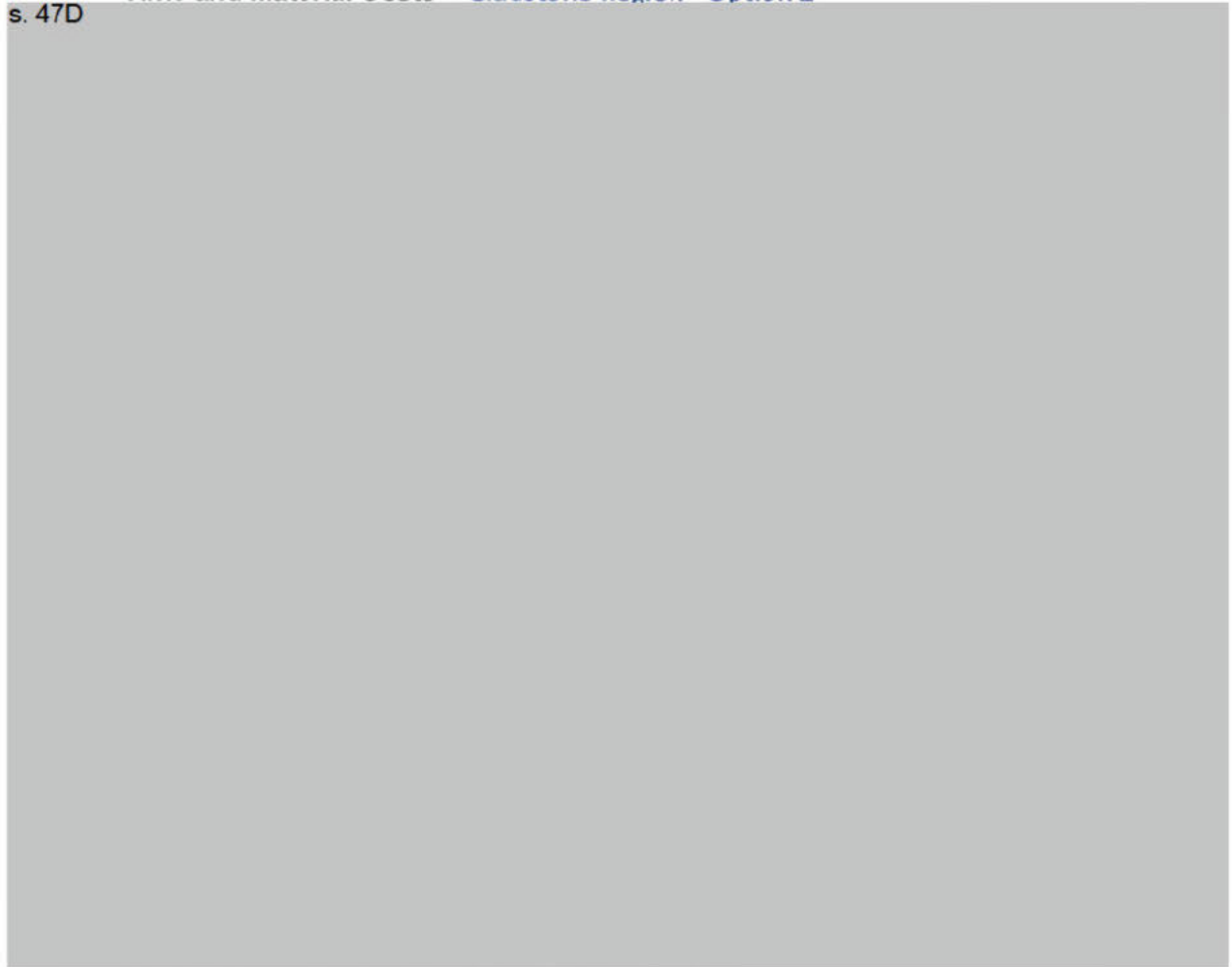
s. 47D



FOR OFFICIAL USE ONLY**Option 2 - GPC Carpark C Class 12RU Rack**

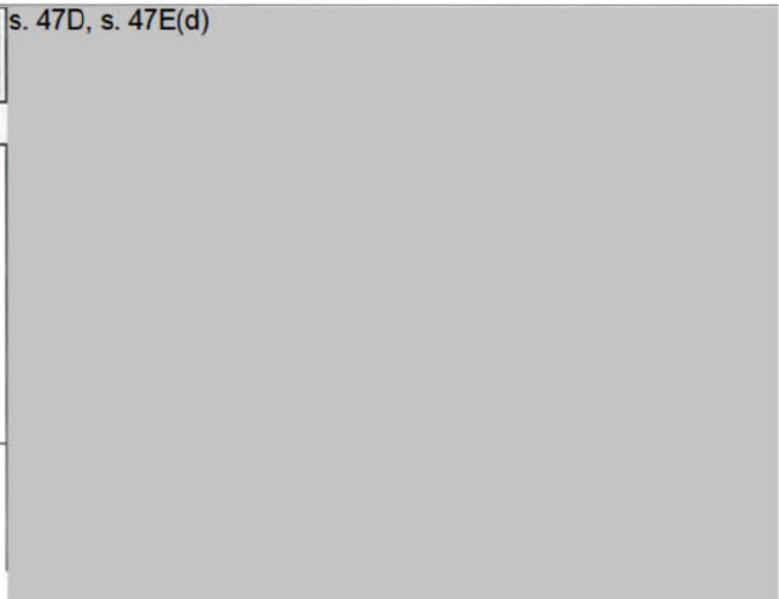
• Time and Material Costs – Gladstone Region - Option 2

s. 47D

**Supply of Equipment – Gladstone Region - Option 2**

Item Description
Supporting Infrastructure
Equipment Enclosures and Cabinets
Installation Hardware and Accessories

s. 47D, s. 47E(d)



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s. 47D, s. 47E(d)



Other Costs not described elsewhere – [Gladstone Region - Option 2](#)

s. 47D

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FOR OFFICIAL USE ONLY**Option 3 - Gladstone District Office CCTV Upgrade**• **Time and Material Costs – Gladstone Region - Option 3**

s. 47D	
Title / Activity	
Category A: Project Services	
Nominated key personnel*:	
Technician (Business Hours)	
s. 22(1)(a)(ii)	
Technical Supervisor	
s. 22(1)(a)(ii)	
Commissioning Engineer	
s. 22(1)(a)(ii)	
Rate while travelling*	
Hourly travel rate	
Technician (Business Hours)	
s. 22(1)(a)(ii)	

Supply of Equipment – Gladstone Region - Option 3

Item Description	s. 47D, s. 47E(d)
Network and CCTV Infrastructure	
High Definition / High Resolution Cameras	
Data Networking and Switching Equipment	
Supporting Infrastructure	
Installation Hardware and Accessories	s. 47D, s. 47E(d)

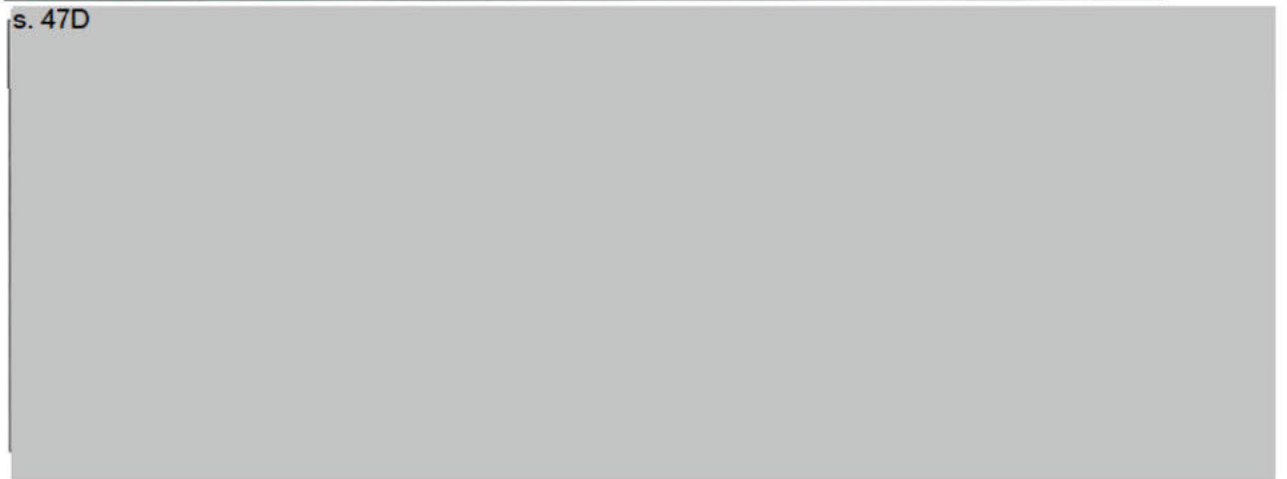
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s. 47D, s. 47E(d)



Other Costs not described elsewhere – Gladstone Region - Option 3

s. 47D



Work Package Cost Summary – Gladstone Region - Option 3

s. 47D



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FOR OFFICIAL USE ONLY**Option 4 - GPC Carpark to Por Alma Microwave Link Installation (High Level Budgetary Pricing)****• Time and Material Costs - Gladstone Region - Option 4**

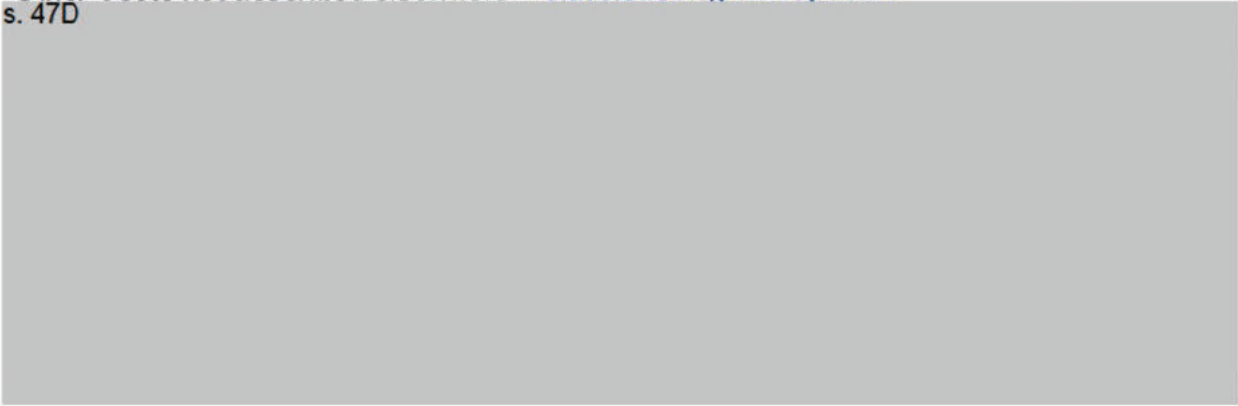
s. 47D	
Title / Activity	
Category A: Project Services	
Nominated key personnel*	
Technician (Business Hours)	
s. 22(1)(a)(ii)	
Technical Supervisor	
s. 22(1)(a)(ii)	
Commissioning Engineer	
s. 22(1)(a)(ii)	
Rate while travelling*	
Hourly travel rate	
Technician (Business Hours)	
s. 22(1)(a)(ii)	

Supply of Equipment - Gladstone Region - Option 4

s. 47D, s. 47E(d)	
Item Description	
Supporting Infrastructure	
Equipment Enclosures and Cabinets	
Microwave Links (Installed by nominated subcontractors)	

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Other Costs not described elsewhere – Gladstone Region - Option 4
s. 47D



Work Package Cost Summary – Gladstone Region - Option 4
s. 47D



s. 47D

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- 8.1 No assumptions have been made within this Official order.

9. Invoicing requirements (clause 36.2)

- 9.1 The Service Provider will be required to submit Tax Invoices to the Department in instalments which will be in line with an agreed payment schedule, regarding Services delivered within the scheduled dates.
- 9.2 Any Tax Invoice rendered by the Service Provider, associated with any Services under this RFQ, will:
- (a) be provided consistent with either this Official Order or Schedule 7 [Charges and Discounts and Service Offering] of the Deed of Agreement for the Provision of Video Surveillance Equipment and Services executed between the Service Provider and the Department.
 - (b) include a sufficiently detailed description of the work performed and provide reference to relevant documentation relating to the Services including any relevant job reference(s), as appropriate.
 - (c) clearly apportion all charges with respect to the relevant sites and will explicitly identify:
 - (i) standard labour costs
 - (ii) travel labour costs
 - (iii) accommodation/travel costs
 - (iv) equipment and parts costs.

10. Expenses (clause 36.5)

- 10.1 Subject to (5.2) below, the Department will not pay any travel, accommodation or other expenses unless they have been pre-approved in writing by the Department.
- 10.2 The Department will pay the Service Provider the following travel expenses when their Specified Personnel are required to travel to destinations away from their home location in delivering the Services:
- (a) Economy class air fares and accommodation which will be arranged consistent with the Departments travel system.
 - (b) Food, drink and incidentals capped at the rates shown in Table 1 of Taxation Determination TD 2018/11 located at: <http://www.ato.gov.au/law/view/pbr/td2018-001.pdf> which will be itemised separately on the invoice submitted for the Services being claimed.

Any additional travel expenses incurred by the Service Provider in the performance of the Services will not be considered by the Department.