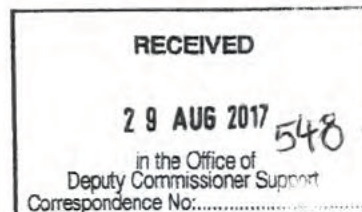




Australian
BORDER FORCE



For Official Use Only

MINUTE

To: Deputy Commissioner, Support

Date: 29 August 2017

APPROVAL OF EVALUATION REPORT FOR GARRISON AND WELFARE SERVICES ON NAURU PROCESS.

Timing

This minute should be considered by 31 August 2017 to allow a negotiations strategy and directive to be developed and approved.

Purpose

1. Inform you of the decision of the Garrison and Welfare Services on Nauru (GWSN) Steering Committee to endorse the Evaluation Report.
2. Inform you of the CFO and CAE endorsement as the additional governance of the GWSN process.
3. Seek your approval as Delegate of the GWSN process of the Evaluation Report and recommendations.

Background

4. On 3 July 2017, as Delegate you approved the limited tender approach for Garrison and Welfare Services on Nauru to Canstruct Pty Ltd and the establishment of the GWSN Steering Committee to oversee the process.
5. On 13 July 2017, the Department issued RFQ1700684 to Canstruct International (CSI) for the delivery of the same services as currently provided by BRS. The Department received CSI's compliant response on Thursday 27 July 2017 for evaluation. The evaluation process commenced on 30 July 2017.
6. The GWSN Evaluation Committee met on 12 August 2017 and found that the response by Canstruct Pty Ltd was value for money and made a number of recommendations for negotiations. The full evaluation process and outcomes are outlined in the GWSN Evaluation Report (**Attachment A**).
7. The GWSN Steering Committee met on 18 August 2017 and endorsed the Value for Money outcome and the recommendations by the GWSN Evaluation Committee.

Released by Department of Home Affairs
under the Freedom of Information Act 1982

For Official Use Only

Issues

8. Eight (8) of the ten (10) members of the GWSN Steering Committee members were present at the meeting. Richard Sisson, Richard Sisson, AS Department of Foreign Affairs and Trade and Cheryl-anne Moy (CAE), were not in attendance and did not send a proxy.
9. Further Steering Committee endorsement is not required, as under the GWSN Steering Committee Terms of Reference, only four (4) members are required for a quorum.
10. Cheryl-anne Moy's endorsement as CAE has been sought under the High Risk High Value additional governance process.
11. The GWSN Steering Committee has recommend to you, as Delegate, to approve the Evaluation Report. The Evaluation Report is attached for your consideration and signature (**Attachment A**).

High Risk High Value (HRHV) Procurement Process Governance

12. As this process is considered (HRHV) the Stage 3 Gateway - Evaluation minute is required to be endorsed. This minute requires the CFO and CAE to provide written endorsement to assist the Delegate in exercising the financial delegation over the HRHV procurement. It is also to ensure that the procurement is being conducted with appropriate risk and compliance assurance procedures in place.
13. This minute has been signed and is attached for your consideration and signature (**Attachment B**).

Consultation

14. The GWSN Steering Committee including its advisors were consulted and endorsed the documentation.

For Official Use Only

Recommendations

It is recommended that you:

- a) **Note** the decision of the GWSN Steering Committee to endorse the Evaluation Report.

[**Noted** / Please Discuss]

- b) **Approve** the Evaluation Report as Delegate of the process and sign the document (**Attachment A**).

[**Approved** / Not Approved]

- c) **Note** the CFO and CAE additional governance of the GWSN process (Stage 3 Gateway – Evaluation minute **Attachment A**).

[**Noted** / Please Discuss]

- d) **Sign** Gateway 3 – Evaluation Minute as Delegate of the process (**Attachment B**).

[**Signed** / Not Signed]

s. 22(1)(a)(ii)

David Nockels
First Assistant Secretary
Detention Services

s. 22(1)(a)

Contact Officer: Lee-anne Monterosso
Phone: s. 22(1)(a)

Attachments

- A) Garrison and Welfare Services in Nauru Evaluation Report.
B) HRHV Gateway 3 – Evaluation Minute

s. 22(1)(a)(ii)

Mandy Newton APM
Deputy Commissioner
Support

August 2017

3 October

Released by Department of Home Affairs
under the Freedom of Information Act 1982

For Official Use Only

B



Australian Government
Department of Immigration
and Border Protection

For Official Use Only

MINUTE

To: Deputy Commissioner Operational Support
Cc: FAS Detention Services
Date: 21 August 2017

HIGH-RISK HIGH-VALUE (HRHV) GATEWAY 3 - EVALUATION

Purpose

To:

1. To provide you our written endorsement that the procurement for Garrison and Welfare Services Naruru is being conducted with appropriate risk and compliance assurance procedures in place and is being conducted in accordance with policy and procedures.

Background

2. Procurements selected by the Chief Finance Officer (CFO) and Chief Audit Executive (CAE) as HRHV require additional governance oversight over those applied to Strategic Procurements.
3. CFO and CAE written endorsement is required at four stages of the procurement and provided to assist the Delegate in exercising the financial delegation over the HRHV procurement.

Issues

4. The new HRHV process and associated Gateway 1 Minute was established after the Approach to Market (ATM) approval was provided.
5. The HRHV Gateway 2 minute was also not required because the specifications in the Approach to Market (ATM) document suite were substantially the same as the current BRS contract. This occurred because agreement was reached with Canstruct, prior to releasing the ATM, that the scope of services and pricing would not exceed the current BRS agreement.
6. In regard to pricing we have reviewed the Evaluation Report and note that:
 - a. Canstruct's pricing response is broadly consistent with the Fees and Payments under the Nauru component of the current G&W Contract with BRS;
 - b. Canstruct's pricing response is below the Benchmark Model for each of the three scenarios examined by the Pricing Team;

- c. The actual cost of the Services will depend on a number of factors, including the actual number of Refugees and Residents residing on Nauru, Pass Through Costs and the cost of Additional Service Requests;
- 7 Gateway 3 of the procurement process relates to approving the evaluation report and associated documents
- 8 We have reviewed the following documents that relate to this procurement stage:
- a Tender Evaluation Report
- i. Technical Evaluation Report
- ii. Pricing Assessment Report
- iii. Canstruct Financial Strength Assessment
- iv. Benchmark Model

Consultation

9. Consultation has occurred with Procurement and Contract Branch, and the Steering Committee, including [REDACTED] s. 47E(d) and other relevant stakeholders.

Recommendations

10. It is recommended that you note that the procurement for Garrison and Welfare Services Nauru is being conducted with appropriate risk and compliance assurance procedures in place and is being conducted in accordance with policy and procedures.

Noted Please discuss
s. 22(1)(a)(ii)

Mandy Newton
Deputy Commissioner Support
21 August 2017

3 October
s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

Steven Groves
Chief Finance Officer
21 August 2017

Cheryl-Anne Moy
Chief Audit Executive
21 August 2017

Contact Officer:

s. 22(1)(a)

Phone: s. 22(1)