



## Australian Government

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### Department of Home Affairs

ABN: 33 380 054 835

# REQUEST FOR EXPRESSION OF INTEREST (REOI) FOR THE SPECIFIED COURSES AND EXAMS FOR REGISTRATION AS A MIGRATION AGENT – REMAKE OF LEGISLATIVE INSTRUMENT 18/003

## HOMEAFFAIRS/RMAC01/25REOI

The Department of Home Affairs (**Department**) invites interested parties to submit Expression of Interest (EOI) responses in accordance with this REOI for the products, goods and/or services described in the Statement of Requirement in **Attachment A**.

This Request for Expressions of Interest (REOI) consists of:

- (a) the REOI Details in **PART 1**, which set out the specific details that apply to this REOI; and
- (b) the Terms and Conditions in **PART 2** that apply to this REOI; and
- (c) the Attachments, which contain further information about the Statement of Requirement (**Attachment A**), REOI Responses (**Attachment B**) and Evaluation Criteria and Process (**Attachment C**).

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## PART 1 - REOI DETAILS

REOI Detail	Details
REOI Number	<b>HOMEAFFAIRS RMAC01/25REOI</b>
Closing Time	11.59 pm on 4 August 2025 (local time in Canberra, Australian Capital Territory).
Contact Officer	Name: Karen Elsom  Section: Migration Assistance Policy  Email: <a href="mailto:migrationassistancepolicy@homeaffairs.gov.au">migrationassistancepolicy@homeaffairs.gov.au</a>
Description of the Requirement	Inclusion of specified courses and exams for registration as a migration agent – Remake of Legislative Instrument 18/003  Further details are set out in Statement of Requirement <b>ATTACHMENT A</b> .
Responses for only part of the Requirement permitted?	<input checked="" type="checkbox"/> No - see Part 2 - Terms and Conditions at clause 10.  <input type="checkbox"/> Yes - see Terms and Conditions clause 10.
Mandatory Requirements	<b><u>Conditions for Participation:</u></b> Participation in this EOI is unrestricted.  <b><u>Content and Format Requirements:</u></b> The respondents must ensure that responses meet the following requirements:  (i) Responses <b>must</b> include all of the completed response tables in <b>Parts 2 and 4 of ATTACHMENT B</b> ; (ii) Respondents <b>must</b> include a signed copy of the declaration, substantially in the form set out in <b>Part 3 of ATTACHMENT B</b> ; (iii) all language, including in all attachments and supporting technical data, <b>must</b> be written in English; (iv) unless otherwise specified in the Statement of Requirement, all measurement <b>must</b> be expressed in Australian legal units of measurement; and (v) all responses <b>must</b> be in the format and content specified in <b>Part 1 of ATTACHMENT B</b> and in the Part 2 - <b>Terms and Conditions</b> .
Intended Timetable for the REOI	<b>Issue REOI:</b> 7 July 2025  <b>Industry briefings (if applicable):</b> Not applicable  <b>Deadline for submission of Respondent's questions:</b> 5.00pm on 29 July 2025  <b>Closing Time:</b> 11.59 pm on 4 August 2025 (local time in Canberra, Australian Capital Territory).

REOI Detail	Details
	<p><b>Evaluation period:</b> commencing from the Closing Time and ending on 1 September 2025.</p> <p>However, this timetable (with the exception of the RFT) is indicative only - see clause 8 of Part 2 -Terms and Conditions.</p>
Intended outcome of the REOI process	The specified courses and exams proposed by successful REOI respondents are expected to be incorporated into a remade Legislative Instrument 18/003.
Response Validity Period	12 months after the Closing Time - see clause 7 of Part 2 - Terms and Conditions.
Industry briefings	<input checked="" type="checkbox"/> There will be no industry briefings for this REOI process.
Data Room or Further Materials	<p><input checked="" type="checkbox"/> No materials or information other than that contained in this REOI will be provided to Tenderers by the Department.</p> <p><input type="checkbox"/> The Department will be making further information and materials available to Registered Tenderers.</p>
Evaluation Criteria and Process	As set out in <b>ATTACHMENT C</b> .
Participation of other Commonwealth Agencies in this EOI process	The Department is not aware of any other requirement by another Commonwealth Agency for the requirement.
National Code of Practice for the Construction Industry and Implementation Guidelines apply?	<p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes.</p>