

Consultancy services let in the reporting year, of \$10,000 or more

2008/09 Financial Year

Consultant Name	Description	Contract Price	Selection Process (1)	Justification (2)
Hewlett Packard	Development of standard operating environment (SOE) for Windows Vista	Estimate \$40,000	Direct Source	B
Cybertrust Australia Pty Ltd	IT security review and development of IT security documentation	Estimate \$57,750	Direct Source	C
Total		\$97,750		

(1) Explanation of selection process terms drawn from the *Commonwealth Procurement Guidelines* (January 2005):

Open Tender: A procurement procedure in which a request for tender is published inviting all businesses that satisfy the conditions for participation to submit tenders. Public tenders are sought from the marketplace using the Australian Government AusTender internet site and national and major metropolitan newspaper advertising.

Select Tender: A procurement procedure in which the procuring agency selects which potential suppliers are invited to submit tenders. Tenders are invited from a short list of competent suppliers.

Direct Sourcing: A procurement process, permitted only under certain defined circumstances, in which the procuring agency may invite a potential supplier or suppliers of its choice being invited to bid because of their unique expertise and/or their special ability to supply the goods and/or services sought.

(2) Justification for decision to use consultancy:

A - skills currently unavailable within agency

B - need for specialised or professional skills

C - need for independent research or assessment