



# RFx Evaluation Form

RFx/Brief reference:

Internal DTA reference: Direct Approach

For the provision of: HGIT Program Management

## Background

On 11<sup>th</sup> November 2020 the Digital Transformation Agency (DTA) approached 16 sellers/suppliers via open tender through the Digital Marketplace Panel for the provision of a HGIT Program management partner. However, this approach failed to find and engage a supplier as none of the offers were suitable – one supplier was rated satisfactory in response to the criteria, but was too expensive and as such did not demonstrate value for money.

On 4<sup>th</sup> December 2020 the Digital Transformation Agency (DTA) approached 1 seller/supplier via direct approach for the provision of a HGIT Program Management role.

## Description of requirement

The DTA is looking for a partner to support the long-term delivery of the Hardening Government IT Program. It will include program management development (including secretariat) and stakeholder engagement.

## Approach to Market

DTA conducted an approached the market via a direct approach.

## Sellers/Suppliers invited to quote

Option 2:

Name of company/organisation/individuals invited to quote	Response received Y/N
CyberCX	Y

## Evaluation Panel

Name	Role
Section	Chair
Section 47F	Member

## Evaluation Panel Roles

- Chairperson – seeks consensus on ratings
- Member – independently rates offers
- Technical Advisor – provides technical advice (if required)
- Probity Advisor – provides probity advice (if required)
- Legal Advisor – provides legal advice (if required)

## Evaluation Ratings

<i>Very Good</i>	<i>The Offer satisfies the Selection Criteria to a very high standard and presents minimal or no risk and its claims are fully supported by the information provided</i>
<i>Good</i>	<i>The Offer satisfies the Selection Criteria to a high standard and/or presents limited risk. The claims are supported by the information provided</i>
<i>Satisfactory</i>	<i>The Offer satisfies the Selection Criteria to a satisfactory degree and/or presents an acceptable level of risk. There are some minor deficiencies and shortcomings in the information provided</i>
<i>Poor</i>	<i>The Offer barely satisfies the Selection Criteria and/or presents some degree of unacceptable risk. There are major deficiencies in the information provided.</i>
<i>Unsatisfactory</i>	<i>The Offer does not satisfy the Selection Criteria and/or presents an unacceptable level of risk to the Commonwealth.</i>

## Evaluation of Offers

Criteria	Cyber CX		
The extent to which the offer met the RFQ requirements	Good		
The respondent's proven capacity to provide the requirement	Good		
The total proposed costs	Section 47		

## Value for money considerations

Following the failed market approach undertaken under DTA-GEN-12968 by the Committee, and discussion with the head of DTA procurement, a direct approach was made to CyberCX. They responded with a proposal that met the DTA's requirements and also demonstrated their knowledge and experience in delivering large cyber programs of work. They have also understood and responded to the need to be flexible with a number of roles being identified and day rates provided. This will allow the program to scale up and down, depending on the requirements at the time.

Based on this, the Committee considers this proposal by CyberCX to be reasonable and demonstrates value for money.

## Ranking of quotations

The final ranking of the quotations, with the first ranked, representing the best value for money solution is as follows:

1. CyberCX

In the Evaluation Panel's opinion, CyberCX is the preferred provider for this DTA requirement.

## Recommendation

The evaluation panel recommends that CyberCX are the preferred provider for the provision of Program management services for a total contract price of Section 47, made up of original quote, Section 47 in time and materials costs to support flexibility in delivering the program (including GST), for a period of 6 months from 4<sup>th</sup> January 2020 to end of June 2021 with an option to extend for a further period of 4 x 6-month extensions.

## Key Information (Mandatory)

Contract/Contractor Manager:	Section 47F
Cost centre:	DT640
Location of role:	Canberra
Building pass:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
DTA Account:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
DTA Email:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Laptop/IT equipment:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

## Evaluation Panel sign-off

Section 47F

Signature

[insert name]

Chair

Member

[insert position]

## Approval

I approve in accordance with s23(3) of the PGPA Act the commitment of relevant money for the procurement described above.

I am satisfied, after making reasonable inquiries that the proposed expenditure:

- a) is in accordance with the relevant policies of the DTA and the Commonwealth; and
- b) will be proper use of Commonwealth resources.

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Signature

Peter Alexander

Deputy CEO

Digital Transformation Agency

Dated 11/ 12 /2020

Released under FOI Act