
CORRESPONDENCE COVER SHEET

Correspondent: Shared Services

Record Number: COR12/9673

Date Due:

Topic: Minute from Colm Mooney - SSP - Managed Master Keying System - Deed of Standing Offer

Action	<i>Draft Response</i>	No	<i>Info Only</i>	No	<i>Brief to Minister</i>	No
Required:	<i>Reply Directly</i>	No	<i>Action as Necessary</i>	No	<i>Comments to D-G</i>	No
	<i>Brief to D-G</i>	Yes	<i>For Discussion</i>	No	<i>Coordinate Response</i>	No
	<i>Action by Group</i>	No	<i>Advice</i>	No	<i>Speaking Notes</i>	No
	<i>Ministerial Response</i>	No				

Assignee: Burton, Grace since 29/08/2012 at 3:26 PM

Comments for Cover Sheet:

Confidentiality of Text

CORRESPONDENCE CLEARANCE

SUBJECT: Minute from Colm Mooney - SSP - Managed Master Keying System - Deed of Standing Officer

NUMBER: COR12/9673

DATE DUE:

Director-General - Health Directorate:	/	Date: 31/8/12
Deputy Director-General, Strategy & Corporate:	8/8	Date: 30/8
Deputy Director-General, Canberra Hospital & Health Services:		Date:
Director, Executive Coordination:		Date:
Director, Communications and Marketing:		Date:
Chief Information Officer, E-Health & Clinical Records:		Date:
Chief Finance Officer, Financial Management:		Date:
Exec Director, Business and Infrastructure:		Date:
Exec Director, Capital Region Cancer Service:		Date:
Chief Health Officer, Population Health:		Date:
Exec Director, Critical Care & Diagnostics:		Date:
Exec Director, Human Resource Management:		Date:
Exec Director, Medicine:		Date:
Exec Director, Mental Health, Justice Health & Alcohol & Drug Services:		Date:
Exec Director, Pathology:		Date:
Exec Director, Performance & Innovation:		Date:
Exec Director, Policy & Government Relations:		Date:
Exec Director, Quality & Safety Unit:		Date:
Exec Director, Rehabilitation Aged & Community Care:		Date:
Exec Director, Service & Capital Planning: <i>Colm Mooney</i>		Date: 30/8/12
Exec Director, Surgery & Oral Health:		Date:
Exec Director, Women Youth & Children:		Date:
Professional Leadership Research & Education:		Date:
Manager, Canberra Hospital Foundation:		Date:
Medical Director, Donate Life ACT:		Date:
Manager, Internal Audit & Risk:		Date:
Operational Support:		Date:

SUBJECT: Health Infrastructure Program – Managed Master Keying System –
Deed of Standing Offer

To: Dr Peggy Brown, Director-General, Health Directorate

Endorsed: Grant Carey-Ide, Executive Director, Service and Capital Planning

Adrian Scott, Director Redevelopment Unit

From: Colm Mooney, A/g Director, Shared Services Procurement HIP

Purpose: Director General Approval of Confidential Text

Background

The Tender Evaluation Report for the Health Infrastructure Program – Managed Master Keying System – Deed of Standing Offer (DoSO) was approved 7 May 2012. At this time the contractor had not requested any part of their offer to be kept confidential.

During the course of the DoSO negotiations the contractor has now requested part of their offer to be kept confidential.

Approval

The following text forms the formal request for Confidential Text taken from the standard Shared Services Procurement Tender Evaluation Report:

As part of the Tender process, **API Services & Solutions Pty Ltd** has requested under section **34(1)(a)** of the *Government Procurement Act 2001* (GPA) that selected contents of their tender including rates for individual components & staff hourly rates be kept confidential.

In accordance with section 35(1) of the GPA, the responsible Territory entity must not agree to any part of the contract being confidential text, unless satisfied that –

(a) *the disclosure of the text would –*

(iii) *disclose information (other than a trade secret) having a commercial value that would be, or could reasonably be expected to be, destroyed or diminished if the information were disclosed;*

Shared Services Procurement is satisfied that the exemption is allowable in accordance with the provisions of the legislation.

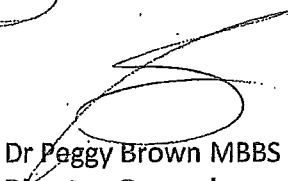
Therefore, it is recommended that you approve **API Services & Solutions Pty Ltd** request to omit from the public text of the proposed contract the rates for individual components & staff hourly rates as contained in their tender response, and treat this as confidential text in accordance with section 35 of the GPA.

Recommendation

That you:

- Note the information contained in this Minute; and
AGREED/NOT AGREED/NOTED/PLEASE DISCUSS
- Approve **API Services & Solutions Pty Ltd** request to omit from the public text of the proposed contract the rates for individual components & staff hourly rates.

AGREED/NOT AGREED/NOTED/PLEASE DISCUSS


Dr Peggy Brown MBBS (Hons) FRANZCP
Director-General
Health Directorate


Grant Carey-Ide
Executive Director
Service and Capital Planning

Colm Mooney
A/g Director
Shared Services Procurement HIP

30 August 2012

31 August 2012

Action Officer: Adrian Scott
Extension: 73088

Hallam, Elizabeth

From: Rodgers, Elizabeth
Sent: Wednesday, 29 August 2012 3:38 PM
To: Burton, Grace
Subject: FW: HIP Keying Confidential Text 27 Aug 2012, TCHC PM updated scope Minute 23 Aug 2012

Grace,

Please note that the above mentioned document has been approved by Adrian electronically.
(see below)

Kind Regards,

Elizabeth Rodgers
A/g Executive Officer | Redevelopment Unit | Health Directorate | ACT Government |
Ph: 620 75446 | Building 23, Level 1, The Canberra Hospital Care Excellence Collaboration
Integrity

-----Original Message-----

From: Scott, Adrian
Sent: Wednesday, 29 August 2012 3:22 PM
To: Rodgers, Elizabeth
Subject: Re: HIP Keying Confidential Text 27 Aug 2012, TCHC PM updated scope Minute 23 Aug 2012

Liz

The keying one is ready to go with inclusion of DDG and Colm.
Thanks.

Adrian Scott
Director Redevelopment Unit
Health Directorate
Phone: 02 62073088 | Mobile: 0418 961 661 | Email: adrian.scott@act.gov.au

IPad

On 29/08/2012, at 2:50 PM, "Rodgers, Elizabeth" <Elizabeth.Rodgers@act.gov.au> wrote:

> Adrian.

>

> As requested,

>

> Please see attached the two documents submitted by SSP.

>

> Kind Regards,

>

> Elizabeth Rodgers

> A/g Executive Officer | Redevelopment Unit | Health Directorate | ACT
> Government |

> Ph: 620 75446 | Building 23, Level 1, The Canberra Hospital Care
> Excellence Collaboration Integrity

>

>

>

>

> <HIP Keying Confidential Text 27 Aug 2012.docx> <TCHC PM updated scope
> Minute 23 Aug 2012.docx>

To: Manager, Contracts

Project Details

Project Name: Managed Master Keying System
Contract Number: 2012.18251.110
Client: Health Directorate
Client Representative: Dario Gomes

For Consultancies, PM's & Other: Commencement Date: 19 September 2012 Completion Date: 18 September 2017

Details

I / the client requests that the Australian Capital Territory enter into standing offer contract to engage the following services:

☐ Consultant ☐ Project Manager ☒ Contractor ☐ Other

Company name: API Services & Solutions Pty Limited

For the sum of: As per schedule of rates

Documentation Provided

The following documentation is attached or electronic reference provided:

Consultant / Project Manager		Contractor / Other	
Evidence of Procurement Plan clearance (which includes Contract Execution Request) / GPB endorsement of Procurement Plan (if applicable).	☒	Evidence of Procurement Plan clearance (which includes Contract Execution Request) / GPB endorsement of Procurement Plan (if applicable).	☐
Original Proposal.	☒	Copy of Tender.	☐
Revised Proposal NA ☒	☐	All correspondence affecting the contract	☐
The approved Specification	☒	Copy of TER including Delegate Approval of TER.	☐
All correspondence affecting the contract.	☒	Copy of Revised Offer NA ☐	☐
Delegate Approval of TER	☒		☐

Tender checked:

No qualifications ☐ Qualifications agreed ☐ IRE Compliant ☒ Confidentiality request agreed ☒

Include details of any agreed qualifications:

Trade Contracts under PM Agreements

Funding for this Trade contract is within the approved procurement expenditure authorised by the Client Agency.

Yes ☐ No ☐

R. Blakey-Hold Project Officer [Signature] Signature 14.9.12 Date
Colin Mooney Manager [Signature] Signature 20.9.12 Date



ACT
Government
Treasury

Aaron Lincoln
API Services and Solutions Pty Ltd
2/73 Collie Street
FYSHWICK ACT 2609

Dear Mr Lincoln

Project: Managed Master Keying System

Contract No: 2012.18251.110

Please find enclosed an executed copy of the abovementioned contract for your records.

A copy of this contract has been forwarded to ACT Health Directorate and a copy has also been retained by this office. In any future correspondence with this office in relation to this contract, please quote the above contract number.

If you have any questions in relation to this matter, please do not hesitate to contact me on (02) 6205 4745.

Yours sincerely

A handwritten signature in black ink, appearing to read "Andy Oughton".

Andy Oughton
Contracts Officer
Shared Services Procurement

6 November 2012



ACT
Government
Treasury

Dario Gomes
Security Operation Manager
Health Directorate
Level 2, Building 2, The Canberra Hospital

Dear Mr Gomes

Project: Managed Master Keying System

Contract No: 2012.18251.110

Please find enclosed an executed copy of the abovementioned contract for your records.

A copy of this contract has been forwarded to API Services and Solutions Pty Ltd and a copy has also been retained by this office. In any future correspondence with this office in relation to this contract, please quote the above contract number.

As part of the service offered by Shared Services Procurement, this Contract has been posted to the ACT Contracts Register. However, I would take this opportunity to remind you that any variations to this contract need to be notified to Shared Services Procurement to ensure the information held on the ACT Contracts Register is current.

If you have any questions in relation to this matter, please do not hesitate to contact me on (02) 6205 4745.

Yours sincerely

Andy Oughton
Contracts Officer
Shared Services Procurement

6 November 2012



GWA
Group Limited

ABN 15 055 964 380
t 61 7 3109 6000
f 61 7 3852 2201
www.gwagroup.com.au

Level 2, HQ (South Tower)
520 Wickham Street
Fortitude Valley QLD 4006

PO Box 1411
Brisbane QLD 4001

22 October 2012

Andy Oughton
Senior Contracts Officer
Shared Services Procurement
PO Box 818
Dickson ACT 2602

Dear Andy

Deed of Standing Offer

Please find enclosed the abovementioned document (in triplicate) duly signed under seal.

When the other party has signed the Deed, would you please return an original for our Company records.

Yours sincerely



R J Thornton
Executive Director



ACT
Government
Treasury

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CONTRACTOR'S WARRANTY

Project: Provision of Managed Master Keying System for Various Projects Associated with the Health Directorate – Health Infrastructure Program

Contract No: 2012.18251.110

Contractor: API Services and Solutions Pty Limited
ABN 20 146 230 711

I am authorised on behalf of the Contractor to provide this warranty.

I warrant that no amendment has been made by the Contractor or any representative of the Contractor to the Contract.

A handwritten signature in black ink, appearing to read 'Richard James Thornton', written over a dotted line.

Signature of Contractor's authorised representative

Richard James Thornton

Print name

22/10/12

Date signed

Mr Aaron Lincoln
API Services and Solutions Pty Limited
ABN 20 146 230 711
2/73 Collie Street
FYSHWICK ACT 2609

Project: Provision of Managed Master Keying System for Various Projects Associated with the Health Directorate – Health Infrastructure Program

Contract No: 2012.18251.110

Dear Mr Lincoln

Please find enclosed three copies of the abovementioned agreement. Please sign all three (3) copies of the Agreement in accordance with the notes at the foot of the Instrument of Agreement. The notes are located on the last page of the document.

Please return the signed documents by 10 October 2012 to the address below whereupon I will arrange execution by the Territory and promptly return a fully executed document to you.

Please note that there will be no legally enforceable relationship between the parties or payments made until the execution of the Agreement by a duly authorised officer of the Territory. Also note that the party who signs the contract last is the party that dates the contract, **do not** date the contract when signing.

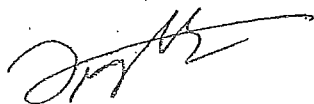
Any amendment to the Agreement made by you will be of no legal effect. The Territory requires that you complete and return the enclosed Contractor's Warranty **with** the signed Agreement/s. Should you wish to make any amendment to the Agreement, please seek prior approval from the appropriate Territory Contact Officer.

For the purposes of Quality Assurance, records management, and payment accuracy, please complete the attached "Electronic Funds Transfer Information" form and return it with the signed Contract Documents.

The return postal address is:
Andy Oughton
Senior Contracts Officer
Shared Services Procurement
PO Box 818
DICKSON ACT 2602

OR physical address is:
Level 1, North Building
Dame Pattie Menzies House
16 Challis Street
DICKSON ACT 2602

Yours sincerely

A handwritten signature in black ink, appearing to read 'Andy Oughton', with a stylized flourish extending to the right.

Andy Oughton
Senior Contracts Officer
Shared Services Procurement

26 September 2012

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ACT Government Treasury Directorate
Shared Services Procurement

Internal Tender Notice

IN-CONFIDENCE

TenderType **Public**

Date of Opening **27/03/2012**

Time Opened **2:00 PM**

TenderNumber **18251.110**

Managed Master Keying System Health Inf Prg (HIP)

Sorted in Alphabetical Order

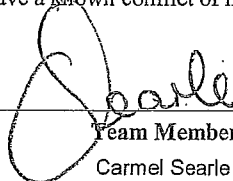
Supplier	Bid Price	Late?
API Services and Solutions Pty Limited	\$0.00	
Canberra Locksmiths Pty Ltd	\$0.00	
Class Locksmiths	\$0.00	
Kaba Australia Pty Ltd	\$0.00	
Keeler Hardware Pty Limited	\$0.00	

I certify that:

- a. The above information is correct
- b. To the best of my knowledge, I do not have a known conflict of interest with any of the above tenders submitted.


Chairperson

Connie Ciuffetelli


Team Member

Carmel Searle

Team Member

I have taken receipt of the tenders listed above

Name	Signature	Company / Group
------	-----------	-----------------

* If company, name of territory officer who authorised you to collect the tender:

Name
/

Date / Time

Internal Tender Notice

IN-CONFIDENCE

TenderType **Public**

Date of Opening **27/03/2012**

Time Opened **2:00 PM**

TenderNumber **18251.110**

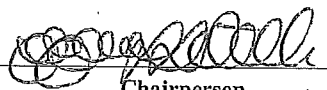
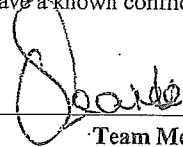
Managed Master Keying System Health Inf Prg (HIP)

Sorted in Alphabetical Order

Supplier	Bid Price	Late?
API Services and Solutions Pty Limited	\$0.00	
Canberra Locksmiths Pty Ltd	\$0.00	
Class Locksmiths	\$0.00	
Kaba Australia Pty Ltd	\$0.00	
Keeler Hardware Pty Limited	\$0.00	

I certify that:

- a. The above information is correct
- b. To the best of my knowledge, I do not have a known conflict of interest with any of the above tenders submitted.

 Chairperson Connie Ciuffetelli	 Team Member Carmel Searle	 Team Member
--	--	-----------------

I have taken receipt of the tenders listed above

Name	Signature	Company / Group
* If company, name of territory officer who authorised you to collect the tender: _____ Name / Date / Time		

54

60212/2973

RECEIVED
03 APR 2012
BY: G. Burton

ADVICE+ACTION

THINC
HEALTH

PROJECT DIRECTOR'S RECOMMENDATION (PDR)

(HIP_PDR_13)

Project: Master Documentation Project No.:
From: Tim Nolan File Ref.: 120328 MKS Tender
technical review PDR -
Aurecon
Date: 14 March 2012 No. pages including this: 2 + 1
Requested by: Aconex Ref:
Time Required 48 Hours ☒ 5 Days ☐ By

To	cc	Name	Organisation	Fax No./Email/By Hand
✓		Adrian Scott	ACT Health Redevelopment Unit	Email / By Hand
	✓	Brett Petherbridge	ACT Health Redevelopment Unit	Email
	✓	Susan Patton	Thinc	Email
	✓	Ben Mackey	Thinc	Email
	✓	Steven Gaunt	ACT Procurement Solutions	Email
	✓	Vlad Milic	ACT Procurement Solutions	Email

SUBJECT: Master Documentation
Master Keying System - Tender submission expert technical review

Required to be returned within: 48 Hrs 5 Days By Date:

1.0	Background
	Aurecon provided a fee proposal to prepare a Technical Specification to enable procurement of a replacement Master Keying System suitable for use across all ACTHD facilities. The tender has been put to open market and is to close on the 27 th March.
2.0	Assessment
	The tenders are expected to contain specialised and technically complex elements and deliverables. The expertise of the technical specification author in the assessing the tenders would assist SSP with their assessment on behalf of the ACTHD.
3.0	Recommendation
	It is recommended that: a) Aurecon are engaged under variation to their existing commission to undertake the technical review and provide a tender assessment report.

ADVICE+ACTION



	b) ACTHD accept the Aurecon Variation to Fee of ex GST (dated 1-03-12) to undertake a review of the tenders and provide a summary report. c) A variation of ex GST to the existing Aurecon commission (value be formalised adjusting their overall fee to ex GST.
4/0	Funding:
	Utilise Master Documentation funding

Attachments:

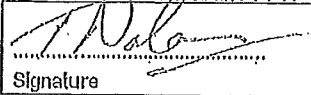
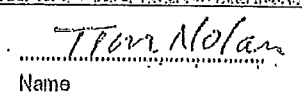
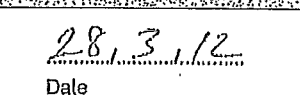
- | | | |
|---|----------|-----------|
| 1. Original PDR for Aurecon | 17-10-11 | 5 x pages |
| 2. Aurecon Variation for Technical Review | 01-03-12 | 1 x page |

ADVICE+ACTION



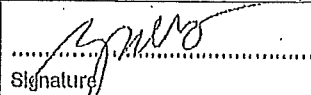
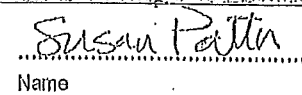
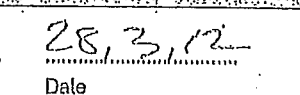
Recommendation Endorsement

Project Director's Representative

Signature Name Date

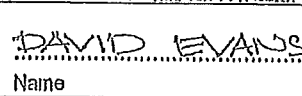
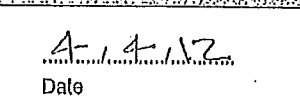
Principal Project Director

Signature Name Date

The Project Director issues this Recommendation on the basis of information provided to, or available to, the Project Director in the course of providing the services. Recommendation reflects information at a point in time and rely on the accuracy of input information from other parties.

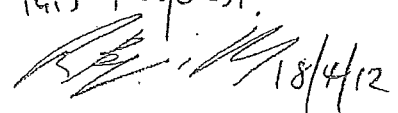
Endorsed by Shared Services Procurement (where required by ACT Health Directorate)

Signature Name Date

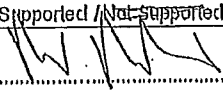
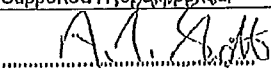
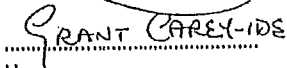
Supported / Not Supported Noted with comments

Comments:

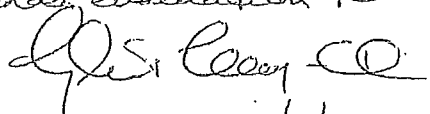
I endorse the requirement for a specialist technical
 adviser as chair of the Tender Evaluation Team.
 Please approved expenditure for this request.
 Richard Blakely - Kield  18/4/12

ADVICE+ACTION



ACT Health Directorate Endorsement		
Redevelopment Unit Project Manager		
Supported / Not Supported	Noted with comments	Please discuss
	B. PETHERBRIDGE	5, 4, 12
Signature	Name	Date
Comments / Conditions:		
Director Redevelopment Unit		
Supported / Not Supported	Noted with comments	Please discuss
	A. Scott	10, 4, 12
Signature	Name	Date
Comments / Conditions:		
Executive Director Services and Capital Planning		
Supported / Not Supported	Noted with comments	Please discuss
	GRANT CAREY	13, 4, 12
Name	Signature	Date
Comments / Conditions:		
Technical advice to TET's is the prerogative of the TET, & is only provided @ their request. We should not be engaging technical advisers without such a request. GC		

Approved - 18/4/12 - based on additional information provided by tender evaluation team chair.



18/4/12.

Aurecon Australia Pty Ltd
ABN 54 005 139 873
Level 1, 15 Barry Drive
Turner ACT 2612
GPO Box 320
Canberra City ACT 2601
Australia

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F +61 2 6112 0106
E canberra@aurecongroup.com
W aurecongroup.com

aurecon

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23 April 2012

Richard Blakely- Kidd
Senior Project Officer
Shared Services Procurement
Dame Pattie Menzies House.
Dickson ACT

Dear Richard

Managed Master Key System -Tender "Technical Review"

We have reviewed the 5 Tender submissions received by ACT Governments Shared Services Procurement for the Managed Master Key System for the ACT Health Directorate. The tenderers were,

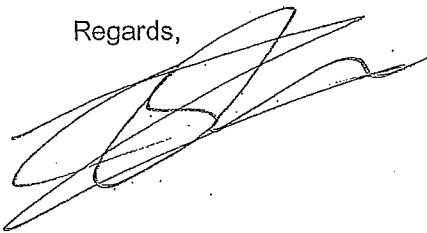
1. API Locksmiths
2. KABA Australia
3. Canberra Locksmiths
4. Class Locksmiths
5. Keeler Hardware

We have included a schedule on the following page with some of our assessments and notes.

Notes
* Keys may not be included in all bids above as no key numbers were available at time of tender. This should be negotiated now from all tenderers who have not provided "Project" key costs (Keeler have provided project key costs of [] each
* The Promaster software is server based not web based
* No company clearly sets out how their proposed system interfaces with the EKC and C Cure 9000 (WC 1 -a & b)
* No Company clearly shows an explanation of (WC1-c) how the system will sit on the ICT network
All referees contacted where asked to comment on the contractors abilities, working relationships, workmanship, reliability and costs and give a figure out of 5.

The following is a list of questions we recommend be put to those tenderers you wish to move forward with.

Regards,



Peter Whelan
Senior security Consultant



TENDER EVALUATION REPORT

**REQUEST FOR TENDER No T18251.110
FOR THE PROVISION OF MANAGED MASTER KEYING SYSTEM ("PROJECT")**

ON BEHALF OF

ACT HEALTH DIRECTORATE

TABLE OF CONTENTS

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ATTACHMENTS

- A. Conformity of Tenders Schedule.
- B. Consultant Assessment – Aurecon Australia.
- C. Details, Evaluation Criteria & Scoring Weightings – supporting info.
- D. Tenderers response to questions from the TET.
- E. Endorsed Procurement Plan

1. PURPOSE

To seek approval to the engagement of API Services & Solutions Pty Ltd to undertake the Project.

2. PROJECT BACKGROUND

See attached endorsed Procurement Plan (Attachment E).

3. PROJECT DETAILS

Program

The following timetable applied to the Project:

No	Tasks	Date
1.	Tenders Advertised	3/3/2012
2.	Tenders Closed	27/3/2012
3.	Delegate Approval	May 2012
4.	Award Contract	May 2012

Funding

Funds have been identified in the relevant budgets for the:

- o Provision of door cylinders & keys for the Women's & Children's Hospital;
- o Provision of door cylinders & keys for the Gungahlin Community Health Centre;
- and
- o Purchase of Health Directorate wide management software and additional keys & cylinders replacement as required – through Business & Infrastructure CSSE.

Note: funding for ongoing Health Infrastructure Projects (HIP) will be accommodated from within each project as required.

4. PROBITY, DISCLOSURE OF CONFLICTS OF INTEREST & CONFIDENTIALITY

All members of the Tender Evaluation Team have been asked to disclose any conflict of interest or association they might have with the Tenderers for the Project. No member has disclosed that he or she has a conflict of interest or association with any of the Tenderers.

All documents and proceedings of the Tender Evaluation Team (TET) have been treated as confidential.

5. TENDERS RECEIVED

The following tenders were received.

- o API Services and Solutions Pty Ltd;
- o Canberra Locksmiths Pty Ltd;
- o Class Locksmiths;
- o Kaba Australia Pty Ltd; and
- o Keeler Hardware Pty Ltd.

These were registered on the Internal Tender Notice at folio 37 of file 2012/3958:

Conformity of Tenders/ Compliance

Report upon conformity issues as set out in Attachment A "Conformity of Tenders Schedule".

KABA Australia failed to address the Assessment Criteria or complete the requested tender forms from the RFT. They are a key & cylinder provider and offer no installation or maintenance services. As this tender did not conform it was not evaluated further.

The API Services and Solutions tender provide the following forms unsigned:

- Tender Declaration; and
- Statutory Declaration/Ethical Suppliers Declaration.

The TET considered there could be no advantage gained by requesting these, post-tender close, as they do not contain any information that would alter the tender outcome.

All of the remaining tenderers provided conforming tenders.

6. EVALUATION

Tenders were evaluated in accordance with the endorsed Procurement Plan including applicable procurement guidelines.

The documents were collected from Shared Services Procurement on 28 March 2012 and issued to the evaluation team on 28 March 2012 for assessment.

The first meeting of the TET occurred on 2 April 2012, where an assessment was undertaken of the four conforming tenders. It soon became apparent, that whilst the TET had some knowledge of the requirements there were some items offered that they could not fully understand. In particular, it was not known whether:

- the software being offered would meet the client's requirements; and
- if the keys and cylinders being offered were SCEC endorsed as not all had advised of this. Note: Security Construction & Equipment Committee (SCEC) endorsement was a mandatory requirement of the tender.

Consequently, Aurecon Australia the consultant initially engaged to prepare the Technical Specification was asked to undertake a Technical Review based on the Assessment Criteria (See Attachment B). Their response clarified that the software met the client's needs and identified which offers were SCEC endorsed. It also recommended a number of questions the TET should request from the tenderers. The TET agreed that these questions would only be sought when they had undertaken further assessment based upon the outcomes from the Technical Review.

The second meeting of the TET occurred on 30 April 2012 where scoring of the tenders was conducted in accordance with the Assessment Criteria. The outcome of which is provided in Attachment C. A brief summary is provided below:

(

(

Outcome

From the above ranking the API Services and Solutions Pty Ltd tender ranks first and has been identified as the preferred tenderer for the:

- Provision of door cylinders & keys for the Women's & Children's Hospital - Lump sum cost of \$; ex. GST (which includes 1 key per cylinder);
- Provision of door cylinders & keys for the Gungahlin Community Health Centre - Lump sum cost of \$; ex. GST (which includes 1 key per cylinder);
- Purchase of Health Directorate wide software for key & cylinder ordering & management; and
- Unit pricing as provided in their submission (to be incorporated in a Deed of Standing Offer).

7. EQUAL EMPLOYMENT OPPORTUNITY

The Tender Evaluation Team confirms that the successful tenderer is not listed on the following website:

<http://www.eowa.gov.au/Reporting And Compliance/What Happens If my Report does not Comply/List of Non Compliant Organisations.asp>

8. DEBRIEFING OF UNSUCCESSFUL TENDERERS

Letters will be sent to all unsuccessful tenderers and should include:

- Appreciation for submitting an offer, registration or pre-qualification information;
- Regret that they were unsuccessful on this occasion;
- Advice of public notification on the "Contracts Register" which is available from the Shared Services Procurement Website at www.procurement.act.gov.au;
- An offer to debrief; and
- The encouragement to submit offers in the future.

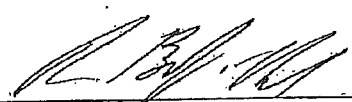
9. RECOMMENDATION

The Tender Evaluation Team recommends the acceptance of the tender submitted by API Services & Solutions Pty Ltd as this tender:

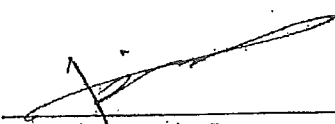
- Represents the best value for money;
- Provides the most suitable product & solution to suit the Health Directorates future master keying needs for the:
 - Provision of door cylinders & keys for the Women's & Children's Hospital - Lump sum cost of \$: ex. GST (which includes 1 key per cylinder);
 - Provision of door cylinders & keys for the Gungahlin Community Health Centre - Lump sum cost of \$ ex. GST (which includes 1 key per cylinder);
 - Purchase of Health Directorate wide software for key & cylinder ordering & management; and
 - Unit pricing as provided in their submission (to be incorporated in a Deed of Standing Offer).

Note:

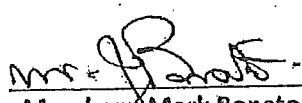
1. Actual contract values for the WCH & GCHC will increase when the number of keys to be supplied is determined; and
2. Funding for ongoing Health Infrastructure Projects (HIP) will be accommodated from within each project as required


Chairperson: Richard Blakely-Kidd

3/5/12


Member: Darlo Gomes

4/5/12


Member: Mark Bonato

4/5/12

n/a

Member: David Dredge

1/1

Note: David Dredge requested he be withdrawn from the TET Panel.

10. DELEGATE APPROVAL

10.1. RECOMMENDATION

The Tender Evaluation Team recommendation is:

Approved / Not Approved / Requires Clarification.

The Tender Evaluation Team is authorised to:

- o enter into contract/deed of standing offer negotiations with the preferred Tenderer;
- o arrange public announcement (as applicable); and
- o provide a debriefing to unsuccessful Tenderers.

10.2. CONTRACT EXECUTION REQUEST

I have the properly delegated authority from the Director General of Health Directorate with regard to the above approved procurement expenditure to authorise an officer of Shared Services Procurement, to sign, as may be required to effect the delivery of the Project, the following documents:

	Applicable	Not Applicable
1. Letter of Acceptance / Intent	✓	☐
2. Contract / Deed of Standing Offer	✓	☐
3. Variation of Contract / Deed of Standing Offer	✓	☐
4. Related Document	✓	☐

Signature:



Date:

7/5/12

Name:

PEGGY BROWN

Position:

DIRECTOR GENERAL

MMKS Conformance of Tenders Schedule		API Services & Solutions	Class Locksmiths	Canberra Locksmiths	Keeler Hardware	IKABA Australia
Tender submitted on time		Yes	Yes	Yes	Yes	Yes
Tenderer provided original and 4 copies		Yes	Yes	Yes	Yes	Yes
Completed & signed Tender Declaration (Attachment E)		Yes - when requested	Yes	Yes	not provided	not provided
Completed & signed Statutory Declaration (Attachment F)		Yes - when requested	Yes	Yes	Yes	not provided
Completed Ethical Suppliers Declaration (Attachment F)		Yes - when requested	Yes	Yes	Yes	not provided
Completed & signed Form of Tender documents for WCH						
& GCHC projects		Yes	Yes	Yes	Yes	not provided
Addenda Acknowledged (when documentation requested electronically)		Yes	Yes	Yes	Yes	Yes
Pricing Received		Yes	Yes	Yes	Yes	not provided

Note: all tenderers have agreed to abide by the conditions requested by the relevant PM

Aurecon Australia Pty Ltd
ABN 54 005 139 873
Level 1, 15 Barry Drive
Turner ACT 2612
GPO Box 320
Canberra City ACT 2601
Australia

T +61 2 6112 0100
F +61 2 6112 0106
E canberra@aurecongroup.com
W aurecongroup.com



23 April 2012

Richard Blakely- Kidd
Senior Project Officer
Shared Services Procurement
Dame Pattie Menzies House.
Dickson ACT

Dear Richard

Managed Master Key System -Tender "Technical Review"

We have reviewed the 5 Tender submissions received by ACT Governments Shared Services Procurement for the Managed Master Key System for the ACT Health Directorate. The tenderers were,

1. API Locksmiths
2. KABA Australia
3. Canberra Locksmiths
4. Class Locksmiths
5. Keeler Hardware

We have included a schedule on the following page with some of our assessments and notes.

The following is a brief note on the assessments

• All prices shown are GST INCLUSIVE

[illegible]

Notes
* Keys may not be included in all bids above as no key numbers were available at time of tender. This should be negotiated now from all tenderers who have not provided "Project" key costs (Keeler have provided project key costs of \$ [] each)
* The Promaster software is server based not web based
* No company clearly sets out how their proposed system interfaces with the EKG and C Cure 9000 (WC1-a & b)
* No Company clearly shows an explanation of (WC1-c) how the system will sit on the ICT network
All referees contacted where asked to comment on the contractors abilities, working relationships, workmanship, reliability and costs and give a figure out of 5

The following is a list of questions we recommend be put to those tenderers you wish to move forward with.

We do hope this helps with your process of tendering and if you require any further assistance please do not hesitate to contact us.

Regards,



Peter Whelan
Senior security Consultant

Attachment C

Tender No. 18251.110 Managed Master Keying System - Scoring Summary

THRESHOLD CRITERIA		Pass/Fail	API Services & Solutions	Class Locksmiths	Canberra Locksmiths	Keeler Hardware	KABA Australia
TC-1.	Insurance		Pass	Pass	Pass	Pass	Pass
TC-2.	The Tenderer is, to the extent applicable, in compliance with the Equal Opportunity for Women in the Workplace Act 1999 (Commonwealth) 'the Act'.		Pass	Pass	Pass	Pass	Pass
TC-3.	Compliance with the National Code of Practice for the Construction Industry		Pass	Pass	Pass	Pass	Pass
WEIGHTED CRITERIA (see attached spreadsheet for individual comments)		Weighting	Score	Weighted score	Score	Weighted score	Score
WC1-1. Extent to which the Tenderer's Managed Master Key System meets the System Functional and Technical Requirements							
WC1-1(a) Tenderers are required to detail how their proposed system will meet the Mandatory elements of the set out in System Functional and Technical Requirements attached (Section 3).		20%					
WC1-1(b) All Tenderers must demonstrate ability of their system to meet the Desirable elements of the System Functional and Technical Requirements.							
WC1-1(c) Tenderers should detail how their system will operate on the Health ICT platform. Tenderers should also detail how their system provides for capacity, flexibility and ease with which their system can be adapted for future ICT developments.		3%					
WC1-1(d) Tenderers should detail how their system will operate on the Health ICT platform. Tenderers should also detail how their system provides for capacity, flexibility and ease with which their system can be adapted for future ICT developments.		3%					
WC2. Demonstrated experience and capability in previous or current projects of a similar nature		20%					
Tenderers should provide details of similar projects utilising the proposed system undertaken during the last five (5) years. Details of each project should include the project name, location, role undertaken by the Tenderer, extent of involvement, the project value, value added to the project by the Tenderer and any special features (including innovation in services and installation techniques).							
At least one (1) independent referee for each project described above is to be provided.							
WC3. Tenderer's capacity to manage and resource a project of this scale (not including financial capacity and viability).		5%					
WC3-1(a) Acting as principal							
Tenderers are required to detail proposed personnel (including a description of project roles, and expertise and curriculum vitae of personnel) to be made available for each of the following:							
(i) WCH Project.							
(ii) GCHC Projects, and							
(iii) ongoing Directorate-wide Projects.							
WC3-1(b) Use of third parties/subcontractors etc							
Tenderers must describe roles and identifies of third parties in all instances where any part of the delivery of the system or installation or maintenance of system is to be done by such third parties. The same details as set out in WC3-1(a) above should be provided for such third parties.							
WC4. Demonstrated ability to meet short lead times, both in respect of WCH and GCHC Projects and ongoing Health Directorate-wide Projects.		5%					
Tenderers are required to provide details of lead times for supply and installation of all parts of the proposed system for							
(a) WCH Project; and							
(b) GCHC Project;							
Tenderers are required to indicate lead times for supply and installation for projects coming within Directorate-wide Project.							
WC5. Ability to meet the Territory's Maintenance and Service Requirements (including ability to train Territory personnel to perform maintenance tasks as described in the Maintenance and Service Requirements).		20%					
Tenderers are required to provide details of their proposed approach to providing maintenance and other required services (including training), and how this will meet the Territory's requirements as set out in document attached in the Maintenance and Service Requirements.							
WC6. Pricing.							
Pricing for GCHC Project							
WC6-1(a) Supply and Install		2%					
Pricing for WCH Project							
WC6-1(b) Supply and Install		2%					
Pricing for Directorate-wide Project							
WC6-1(c) Supply and Install		10%					
WC6-1(d) Maintenance/Service/Support		10%					
Total		100%					0 (see above)

KEELER

API

NON-WEIGHTED CRITERIA		Acceptable / unacceptable	Kender Hardware	Class Locksmiths	Canberra Locksmiths	API Services & Solutions	KDBA Australia
NWC1 Financial Capacity & Viability Tenders are required to provide independently certified Profit and Loss and Balance Sheet Statements for 2008-09, 2009-10, 2010-11. Note that this information is not to be submitted with the Tender Submission, it will be requested immediately after the submission.			Acceptable	Acceptable	Acceptable		
NWC2 System Warranties Tenders are required to provide details of the maximum warranties that they will provide in respect of System and System components, and in respect of installation workmanship.			Acceptable	Acceptable	Acceptable		
NWC3 Compliance with Project Managers' requirements Tenders are required to indicate how they are able to comply with each Project Manager's (as appointed by the Territory) requirements for delivery and installation of the system as set out in each of the:							
(a) GCHC package, and			Acceptable	Acceptable	Acceptable		
(b) WCH package			Acceptable	Acceptable	Acceptable		
NWC4 Quality Assurance All tenders must provide evidence that they apply quality assurance requirements as set out in ISO9001.			Acceptable	Acceptable	Acceptable		see above

Name: API Services & Solutions Pty Ltd

WEIGHTED CRITERIA	Weighting
WC1- Extent to which the Tenderer's Managed Master Key System meets the System Functional and Technical Requirements	
WC1-(a) Tenderers are required to detail how their proposed System will meet the Mandatory elements of the set out in System Functional and Technical Requirements.	20%
WC1-(b) All tenderers must demonstrate ability of their System to meet the Desirable elements of the System Functional and Technical Requirements.	3%
WC1-(c) Tenderers should detail how their system will operate on the Health ICT platform. Tenderers should also detail how their System provides for capacity, flexibility and ease with which their System can be adapted for future ICT developments.	3%
WC2. Demonstrated experience and capability in previous or current projects of a similar nature Tenderers should provide details of similar projects utilising the proposed System undertaken during the last five (5) years. Details of each project should include the project name, location, role undertaken by the Tenderer, extent of involvement, the project value, value added to the project by the Tenderer and any special features (including innovation in services and installation techniques). At least one (1) independent referee for each project described above is to be provided.	20%
WC3. Tenderer's capacity to manage and resource a project of this scale (not including financial capacity and viability). WC3-(a) Acting as principal Tenderers are required to detail proposed personnel (including a description of project roles, and expertise and curriculum vitae of personnel) to be made available for each of the following: (i) WCH Project, (ii) GCHC Projects, and (iii) ongoing Directorate-wide Projects. WC3-(b) Use of third parties/subcontractors etc Tenderers must describe roles and identities of third parties in all instances where any part of the delivery of the System or installation or maintenance of System is to be done by such third parties. The same details as set out in WC3 (a) above should be provided for such third parties.	5%
WC4. Demonstrated ability to meet short lead times, both in respect of WCH and GCHC Projects and ongoing Health Directorate-wide Projects. Tenderers are required to provide details of lead times for supply and installation of all parts of the proposed System for (a) WCH Project; and (b) GCHC Project; Tenderers are required to indicate lead times for supply and installation for projects coming within Directorate-wide Project.	5%
WC5. Ability to meet the Territory's Maintenance and Service Requirements (including ability to train Territory personnel to perform maintenance tasks as described in the Maintenance and Service Requirements). Tenderers are required to provide details of their proposed approach to providing maintenance and other required services (including training), and how this will meet the Territory's requirements as set out in document attached in the Maintenance and Service Requirements.	20%
WC6. Pricing	
Pricing for GCHC Project	
WC6-(a) Supply and Install	2%
Pricing for WCH Project	
WC6-(b) Supply and Install	2%
Pricing for Directorate-Wide Project	
WC6-(c) Supply and Install	10%
WC6-(d) Maintenance/service/support	10%
Total	100%

Name: Class Locksmiths

WEIGHTED CRITERIA	Weighting
WC1. Extent to which the Tenderer's Managed Master Key System meets the System Functional and Technical Requirements	
WC1-(a) Tenderers are required to detail how their proposed System will meet the Mandatory elements of the set out in System Functional and Technical Requirements.	20%
WC1-(b) All tenderers must demonstrate ability of their System to meet the Desirable elements of the System Functional and Technical Requirements.	3%
WC1-(c) Tenderers should detail how their system will operate on the Health ICT platform. Tenderers should also detail how their System provides for capacity, flexibility and ease with which their System can be adapted for future ICT developments.	3%
WC2. Demonstrated experience and capability in previous or current projects of a similar nature Tenderers should provide details of similar projects utilising the proposed System undertaken during the last five (5) years. Details of each project should include the project name, location, role undertaken by the Tenderer, extent of involvement, the project value, value added to the project by the Tenderer and any special features (including innovation in services and installation techniques). At least one (1) independent referee for each project described above is to be provided.	20%
WC3. Tenderer's capacity to manage and resource a project of this scale (not including financial capacity and viability). WC3-(a) Acting as principal Tenderers are required to detail proposed personnel (including a description of project roles, and expertise and curriculum vitae of personnel) to be made available for each of the following: (i) WCH Project, (ii) GCHC Projects, and (iii) ongoing Directorate-wide Projects. WC3-(b) Use of third parties/subcontractors etc Tenderers must describe roles and identities of third parties in all instances where any part of the delivery of the System or installation or maintenance of System is to be done by such third parties. The same details as set out in WC3 (a) above should be provided for such third parties.	5%
WC4. Demonstrated ability to meet short lead times, both in respect of WCH and GCHC Projects and ongoing Health Directorate-wide Projects. Tenderers are required to provide details of lead times for supply and installation of all parts of the proposed System for (a) WCH Project; and (b) GCHC Project; Tenderers are required to indicate lead times for supply and installation for projects coming within Directorate-wide Project.	5%
WC5. Ability to meet the Territory's Maintenance and Service Requirements (including ability to train Territory personnel to perform maintenance tasks as described in the Maintenance and Service Requirements). Tenderers are required to provide details of their proposed approach to providing maintenance and other required services (including training), and how this will meet the Territory's requirements as set out in document attached in the Maintenance and Service Requirements.	20%
WC6. Pricing	
Pricing for GCHC Project	
WC6-(a) Supply and Install	2%
Pricing for WCH Project	
WC6-(b) Supply and Install	2%
Pricing for Directorate-Wide Project	
WC6-(c) Supply and Install	10%
WC6-(d) Maintenance/service/support	10%
Total	100%

Name: Canberra Locksmiths

WEIGHTED CRITERIA	Weighting
WC1. Extent to which the Tenderer's Managed Master Key System meets the System Functional and Technical Requirements	
WC1-(a) Tenderers are required to detail how their proposed System will meet the Mandatory elements of the set out in System Functional and Technical Requirements.	20%
WC1-(b) All tenderers must demonstrate ability of their System to meet the Desirable elements of the System Functional and Technical Requirements.	3%
WC1-(c) Tenderers should detail how their system will operate on the Health, ICT platform. Tenderers should also detail how their System provides for capacity, flexibility and ease with which their System can be adapted for future ICT developments.	3%
WC2. Demonstrated experience and capability in previous or current projects of a similar nature Tenderers should provide details of similar projects utilising the proposed System undertaken during the last five (5) years. Details of each project should include the project name, location, role undertaken by the Tenderer, extent of involvement, the project value, value added to the project by the Tenderer and any special features (including innovation in services and installation techniques). At least one (1) independent referee for each project described above is to be provided.	20%
WC3. Tenderer's capacity to manage and resource a project of this scale (not including financial capacity and viability). WC3-(a) Acting as principal Tenderers are required to detail proposed personnel (including a description of project roles, and expertise and curriculum vitae of personnel) to be made available for each of the following: (i) WCH Project, (ii) GCHC Projects, and (iii) ongoing Directorate-wide Projects. WC3-(b) Use of third parties/subcontractors etc Tenderers must describe roles and identities of third parties in all instances where any part of the delivery of the System or installation or maintenance of System is to be done by such third parties. The same details as set out in WC3-(a) above should be provided for such third parties.	5%
WC4. Demonstrated ability to meet short lead times, both in respect of WCH and GCHC Projects and ongoing Health Directorate-wide Projects. Tenderers are required to provide details of lead times for supply and installation of all parts of the proposed System for (a) WCH Project; and (b) GCHC Project; Tenderers are required to indicate lead times for supply and installation for projects coming within Directorate-wide Project.	5%
WC5. Ability to meet the Territory's Maintenance and Service Requirements (including ability to train Territory personnel to perform maintenance tasks as described in the Maintenance and Service Requirements). Tenderers are required to provide details of their proposed approach to providing maintenance and other required services (including training), and how this will meet the Territory's requirements as set out in document attached in the Maintenance and Service Requirements.	20%
WC6. Pricing	
Pricing for GCHC Project	
WC6-(a) Supply and Install	2%
Pricing for WCH Project	
WC6-(b) Supply and Install	2%
Pricing for Directorate-Wide Project	
WC6-(c) Supply and Install	10%
WC6-(d) Maintenance/service/support	10%
Total	100%

Name: Keeler Hardware

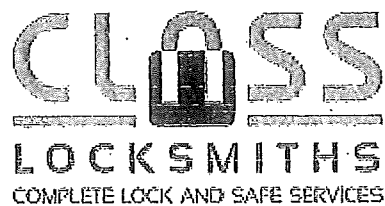
WEIGHTED CRITERIA	Weighting
WC1. Extent to which the Tenderer's Managed Master Key System meets the System Functional and Technical Requirements	
WC1-(a) Tenderers are required to detail how their proposed System will meet the Mandatory elements of the set out in System Functional and Technical Requirements attached (Section 3).	20%
WC1-(b) All tenderers must demonstrate ability of their System to meet the Desirable elements of the System Functional and Technical Requirements.	3%
WC1-(c) Tenderers should detail how their system will operate on the Health ICT platform. Tenderers should also detail how their System provides for capacity, flexibility and ease with which their System can be adapted for future ICT developments.	3%
WC2. Demonstrated experience and capability in previous or current projects of a similar nature Tenderers should provide details of similar projects utilising the proposed System undertaken during the last five (5) years. Details of each project should include the project name, location, role undertaken by the Tenderer, extent of involvement, the project value, value added to the project by the Tenderer and any special features (including innovation in services and installation techniques). At least one (1) independent referee for each project described above is to be provided.	20%
WC3. Tenderer's capacity to manage and resource a project of this scale (not including financial capacity and viability). WC3-(a) Acting as principal Tenderers are required to detail proposed personnel (including a description of project roles, and expertise and curriculum vitae of personnel) to be made available for each of the following: (i) WCH Project, (ii) GCHC Projects, and (iii) ongoing Directorate-wide Projects. WC3-(b) Use of third parties/subcontractors etc Tenderers must describe roles and identities of third parties in all instances where any part of the delivery of the System or installation or maintenance of System is to be done by such third parties. The same details as set out in WC3-(a) above should be provided for such third parties.	5%
WC4. Demonstrated ability to meet short lead times, both in respect of WCH and GCHC Projects and ongoing Health Directorate-wide Projects. Tenderers are required to provide details of lead times for supply and installation of all parts of the proposed System for (a) WCH Project; and (b) GCHC Project; Tenderers are required to indicate lead times for supply and installation for projects coming within Directorate-wide Project.	5%
WC5. Ability to meet the Territory's Maintenance and Service Requirements (including ability to train Territory personnel to perform maintenance tasks as described in the Maintenance and Service Requirements). Tenderers are required to provide details of their proposed approach to providing maintenance and other required services (including training), and how this will meet the Territory's requirements as set out in document attached in the Maintenance and Service Requirements.	20%
WC6. Pricing	
Pricing for GCHC Project	
WC6-(a) Supply and Install	2%
Pricing for WCH Project	
WC6-(b) Supply and Install	2%
Pricing for Directorate-Wide Project	
WC6-(c) Supply and Install	10%
WC6-(d) Maintenance/service/support	10%
Total	100%

W/C6. Pricing (ex. GST)	API Services & Solutions	Class Locksmiths	Canberra Locksmiths	Keeler Hardware	KABA Australia
Pricing for GCHC Project W/C6-(a) Supply and Install	\$				
Pricing for WCH Project W/C6-(b) Supply and Install	\$				
Pricing for Directorate-Wide Project W/C6-(c) Supply and Install	\$				
W/C6-(d) Maintenance/service/support	\$				
Item No. Description					
1a SCEC Lock Cylinder Installed (up to 10 units)					
1b SCEC Lock Cylinder Installed (up to 50 units)					
1c SCEC Lock Cylinder Installed (up to 100 units)					
1d SCEC Lock Cylinder Installed (over 100 units)					
2 SCEC Key Supplied (each)					
3 Key Management software (each)					
4 Management computers (each)					
4a Key Data Base Software					
5 Service call rates BH & AH					
6 Electronic Key container size 1					
7 Electronic Key container size 2					
8 Electronic Key container size 3					
9 Training session for keying software					
10 Training session for Electronic Key container software					

Attachment D

Thread - Reference No: CLASS.-GCOR-000005

CADP
B 23 - The Canberra Hospital
Yamba Drive
Garran
ACT 2605 Australia



Reference No: ACT SSP-GCOR-000803

General Correspondence**CLASS.-GCOR-000005**

To Mr Richard Blakely-Kidd - Shared Services Procurement
From Mr Jim Fisher - CLASS Complete Lock and Safe Services
Sent Friday, 27 April 2012 10:17:43 AM EST (GMT +10:00)
Attribute 1 CADP Wide
Attribute 2 Door Hardware
Attribute 3 Z-Not Applicable
Status N/A
Subject Re: Tender no 18251.110 clarifications

Hi Richard,

Jim Fisher.

From: R Blakely-Kidd
Sent: 24/04/2012 1:41:12 PM EST (GMT +10:00)
To: Jim Fisher
Mail Number: ACT SSP-GCOR-000804
Subject: Fwd: Tender no 18251.110 clarifications

Hi Jim,

Richard

Refer To	Mail No	From	From Organization	Subject
----------	---------	------	-------------------	---------

Thread - Reference No: ACT SSP-EMAIL-000065

CADP
B 23 - The Canberra Hospital
Yamba Drive
Garrahan
ACT 2605 Australia

Shared Services Procurement
PO Box 818
Dickson
ACT 2602 Australia
Ph +61 2 62075468

Reference No: ACT SSP-GCOR-000803

Email

ACT SSP-EMAIL-000065

To Mr Richard Blakely-Kidd - Shared Services Procurement
From Mr Aaron Lincoln - Shared Services Procurement (external)
Sent Friday, 27 April 2012 3:17:56 PM EST (GMT +10:00)
Status N/A
Subject Re: ACT SSP-GCOR-000803: Tender no 18251.110 clarifications

Richard,

Our response to your questions are below.

Regards

Aaron Lincoln
0434565502

----- Reply message -----

From: "Richard Blakely-Kidd" <auto-reply-mel@aconex.com>
Date: Tue, Apr 24, 2012 13:38
Subject: ACT SSP-GCOR-000803: Tender no 18251.110 clarifications ACNREF<3aLFmZiLqJGkRiz6KhoY4>
To: "Aaron Lincoln" <Aaron.Lincoln@131key.com.au>

Dear Aaron,

You have received a new General Correspondence: ACT SSP-GCOR-000803

Project: CADP
Type: General Correspondence
Mail Number: ACT SSP-GCOR-000803
To: Mr Aaron Lincoln, Shared Services Procurement

From: R Blakely-Kidd, Shared Services Procurement
Sent: 24/04/2012 1:39:07 PM EST (GMT +10:00)
Attribute 1: CADP Wide
Attribute 2: Door Hardware
Attribute 3: Z-Not Applicable
Status: Outstanding
Response: Respond by Friday, 27 April 2012
Subject: Tender no 18251.110 clarifications

Hi Aaron,

regards

Richard

This is an automatic notification from Aconex<<http://www.aconex.com>> .
To reply to this message, hit the Reply button on your email program. Do not edit the subject line.

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Refer To	Mail No	From	From Organization	Subject
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SUBJECT: Procurement Plan – Managing Master Keying System (MMKS) for Health Infrastructure Program (HIP) projects and retrofit for existing buildings

To: Dr Peggy Brown, Director-General

Through: Ian Thompson, Deputy Director-General, Strategy and Corporate *La 2/3*

From: David Robertson, A/g Executive Director, Service and Capital Planning

Date: 2 March 2012

Purpose

To provide a procurement plan for the Managing Master Keying System (MMKS) for Health Infrastructure Program (HIP) projects and retrofit for existing buildings.

Background

1. A procurement plan for Managing Master Keying System (MMKS) for Health Infrastructure Program (HIP) projects and retrofit for existing buildings within allocated budget requires a public tender procurement methodology.
2. Tenders will be assessed by the following deliverables:
 - i. Key Management Software (including integration with other ICT systems)
 - ii. Key Management Hardware
 - iii. Electronic key cabinets
 - iv. Schedule of rates of unit cost for keys, cylinders, key cabinet supply and servicing of the system.
 - v. Training of core users from ACT Health Directorate
 - vi. Ongoing maintenance and in field service support (including response time, ect)
3. The MMKS will include current projects, Women's and Children's Hospital, Gungahlin Community Health Centre, Belconnen Enhanced Community Health Centre, Capital Region Cancer Centre and future HIP and retrofit projects to be determined (Attachment A). The cost for the current projects tender is \$
4. The Evaluation Plan (Attachment B) outlines the weighted criteria to evaluate tenders.

Recommendations

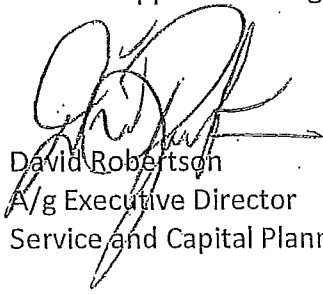
That you:

- o note the information contained in this minute; and

AGREED/NOT AGREED/NOTED/PLEASE DISCUSS

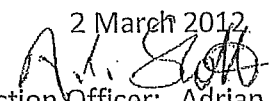
- approve and sign the attached Procurement Plan Minute (Attachment A).

AGREED/NOT AGREED/NOTED/PLEASE DISCUSS



David Robertson
A/g Executive Director
Service and Capital Planning

2 March 2012



Action Officer: Adrian Scott
Extension: 73088

Procurement Plan Minute

PROCUREMENT OVERVIEW	
To	Dr Peggy Brown
Name of Project	Managed Master Keying System (MMKS) for Health Infrastructure Program (HIP) projects and retrofit for existing buildings
Purpose	To procure a MMKS to be used throughout the HIP and in retrofitting of existing buildings (as budgets permit).
Estimated value (\$)	Women's and Children's Hospital (WCH) – Gungahlin Community Health Centre (GCHC) – Belconnen Enhanced Community Health Centre (BECHC) Capital Region Cancer Centre (CRCC) – Future HIP and retrofit projects to be determined.
Timing/urgency	Indicative timeframe: RFT advertised 03/03/2012 RFT Closes 20/03/2012 Approval of RFT Evaluation Report March 2012 Debrief Unsuccessful Proposals April 2012 (Note: timings are estimates and may change after the Procurement Plan is signed)
Tender Number	18251.110
Is Government Procurement Board sign off required?	No
Is ACT Government Solicitor consultation required?	Yes – ICT component

PROCUREMENT REQUIREMENTS	
Objective or scope of works or services to be provided	The identification of a preferred MMKS for use throughout the HIP and for retrofitting of existing facilities. A brief description of deliverables below includes the: a) Key Management Software (including integration with other ICT systems) b) Key Management Hardware c) Electronic key cabinets d) Schedule of rates of unit costs for keys, cylinders, key cabinet supply and servicing of the system

	e) Training of core users from ACT health f) Ongoing Maintenance & in field service support (including response times, etc) Note that the existing system will run in parallel to the new system until the retrofitting program is complete.
Type	Construction
Funding	Funding for the HIP projects is included in the existing appropriations for construction of individual projects. Funding for any refurbishment or retrofitting projects will be determined as required.
Site	Various Health sites across the Directorate
Consultation (including pre tender)	N/a

PROCUREMENT RISK

Risk	Medium – See Attachment A
------	---------------------------

PROCUREMENT METHODOLOGY

Description of the procurement method to be used	Public Request for Tender
Evaluation	See Attachment B
Is this suitable to be a Social Procurement?	No

EVALUATION TEAM

Name	1.Richard Blakely-Kidd	2.Dario Gomes	3. Mark Bonato	4. David Dredge
Position	Chair	Member	Member	Member
Agency	ACT Procurement Solutions	ACT Health	ACT Health	ACT Health
Statement on team composition	The Evaluation Team comprises of experienced project officers from ACT Procurement Solutions and ACT Health.			

CONTRACT MANAGEMENT

Number of contracts	Initially, one Deed of Standing Offer, leading to future contracts for individual projects, plus a Maintenance Contract
Contract management	Shared Services Procurement for project contracts and Deed of Standing Offer, ACT Health B&I for Maintenance contract
Period of contract(s)	Deed of Standing Offer & Maintenance Contract– 5+5 years with extension possible. Others will be dependent on requirements of individual projects.

AUSTRALIAN FREE TRADE AGREEMENTS (FTAs)	
Does the AUSFTA / Australia-Chile FTA apply?	No

AUSTRALIAN GOVERNMENT FUNDING	
Is there Australian Government funding attached to the procurement?	Of the current HIP projects, the CRCC project includes a component of Australian Government funding.

EXEMPTIONS	
Exemption Type	None
Reason for Exemption	

SHARED SERVICES PROCUREMENT RECOMMENDATION			
Project Officer	Rebecca Power	Signature and Date	<i>RP</i> 23-2-12
		Phone Number	62075940
Manager	Vladan Milic	Signature and Date	<i>VM</i> 28/2/12
Director / Executive Director		Signature and Date	

AGENCY ENDORSEMENT			
Name	<i>Supporting A.I. Slatk 28-2-12</i>	Phone Number	
Position			
Signature		Date	

DIRECTOR GENERAL/DELEGATE APPROVAL			
Name			
Position	Director General/delegate		
Statement	<i>Supported</i>		
Signature	<i>[Signature]</i>	Date	2/3/12

Thread - Reference No: ACT SSP-GCOR-000865

CADP
B 23 - The Canberra Hospital
Yamba Drive
Garran
ACT 2605 Australia

Shared Services Procurement
PO Box 818
Dickson
ACT 2602 Australia
Ph +61 2 62075468

General Correspondence

ACT SSP-GCOR-000865

To Mr Aaron Lincoln - Shared Services Procurement (Aaron.Lincoln@131key.com.au)
Cc (4) Ms Suzanne Cox - Leighton Contractors Pty Ltd (NSW) (3 more...)
From Mr Richard Blakely-Kidd - Shared Services Procurement
Sent Thursday, 10 May 2012 2:07:21 PM EST (GMT +10:00)
Attribute 1 CADP Wide
Attribute 2 Door Hardware
Attribute 3 Z-Not Applicable
Status N/A
Subject Managed Master Keying System for the Health Directorate

Hi Aaron,

I wish to advise that API Services & Solutions Pty Ltd has been identified as the preferred tenderer for the Managed Master Keying System for the Health Directorate.

Your proposals for the:

- Gungahlin Community Health Centre will be forwarded onto Manteena for engagement;
- Women's and Children's Hospital will be forwarded onto Leighton's Contractors for engagement; and
- Management of the Master Keying System Health Directorate will be utilised in preparation of the Deed Of Standing Offer.

regards
Richard

Refer To	Mail No	From	From Organization	Subject
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Blakely-Kidd, Richard

From: Aaron Lincoln [Aaron.Lincoln@131key.com.au]
Sent: Tuesday, 15 May 2012 4:02 PM
To: Blakely-Kidd, Richard
Cc: Milic, Vladan; Lionel Markwort
Subject: RE: MMKS tender for ACT Health Directorate

Richard,

Protec 2 has not "officially" been released in Australia.

My senior management have advised me we have access to Protec 2 and Assa Abloy's Product Manager for Industrial & Electronic Keying has confirmed we can have cylinders and keys delivered around the 30th May.

Assa Abloy are aware of several projects requiring Protec 2 around Australia, including the ACT Health Directorate MMKS and are making the product available.

We have 2 options for the keying of the cylinders and cutting of keys:

- We can have Assa Abloy build the system in their factory or
- We can have the stock sent to our keying centre for production.

I will take the option that will get the product to site in the shortest amount of time.

I advised this morning our keying centre can design, build and ship the product in days.
 If Assa Abloy can do it quicker, we will design and they will get the order to build.

I have requested the Overall Master Keying Structure and the Women's & Children's Hospital keying structure from so I can commence the design process. The latest revisions have just been sent to me so our order will be placed on Assa Abloy once we confirm lock types and quantities.

Regards,

Aaron Lincoln | ACT Branch Manager



"Now you're talking security!"

API Services and Solutions Pty Ltd
 2/73 Collie Street, Fyshwick ACT 2609
 T 02 6280 2900 | F 02 6280 2901 | M 0434 565 502
 E aaron.lincoln@131key.com.au | W www.131KEY.com.au



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From: Blakely-Kidd, Richard [mailto:Richard.Blakely-Kidd@act.gov.au]
Sent: Tuesday, 15 May 2012 2:40 PM
To: Aaron Lincoln
Cc: Milic, Vladan
Subject: MMKS tender for ACT Health Directorate

Hi Aaron,

I have been receiving queries regarding your company's ability to access the Abloy Protec 2 keys as offered in your proposal.

To alleviate my concerns, would you please confirm if you do/do not have access rights to this system and subject to engagement with the Territory/PM, how long it will likely be before the keys & cylinders will be available for installation.

Noting your proposal advised of a National Keying Centre being available to produce large master keying systems in a short period.

thanks

Richard Blakely-Kidd

Senior Project Officer

Shared Services Procurement

Outposting Address

Level 1, Building 23, The Canberra Hospital ACT

Phone: (02) 6207 6450

Mob: 0434 366 589

Email: richard.blakely-kidd@act.gov.au

Shared Services Procurement

Level 3 North, Dame Pattie Menzies House

16 Challis Street Dickson ACT

This email, and any attachments, may be confidential and also privileged. If you are not the intended recipient, please notify the sender and delete all copies of this transmission along with any attachments immediately. You should not copy or use it for any purpose, nor disclose its contents to any other person.

Blakely-Kidd, Richard

From: Bonato, Mark
Sent: Wednesday, 16 May 2012 7:08 PM
To: Blakely-Kidd, Richard; Gomes, Dario
Subject: RE: MMKS - T18251.110

Richard,

I agree that we proceed, noting that API has confirmed its ability to supply the product.

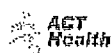
Regards,

Mark

Mark Bonato

A/g Executive Director
Business & Infrastructure Branch, ACT Health Directorate
Level 3, 11 Moore Street
ACT 2601
Postal: PO Box 11, Woden, ACT; 2606)

Tel: 02 6205 0606 | Mob: 0419 211 680 | Email: mark.bonato@act.gov.au



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Care Excellence Collaboration Integrity

From: Blakely-Kidd, Richard
Sent: Wednesday, 16 May 2012 10:01 AM
To: Bonato, Mark; Gomes, Dario
Subject: MMKS - T18251.110
Importance: High

Dario, Mark,

Please see below email from Peter Newham of Canberra Locksmiths FYI.

I be responding to this as not all these statements are correct.

In addition to the email I passed onto you from API yesterday, I also received a phone call from Aaron Lincoln of API this morning verbally confirming their access to the specified product:

He is aware of the urgency and is wanting to get on with the ordering of the cylinders/keys/etc.

I will be arranging for LCPL to pass on the keying schedule to them, but he did raise the issue of hierarchy which I thought was resolved as part of the keying schedule - I think he may need to have a discussion with you.

In the mean time, we as the Tender Evaluation Team need to agree that this issue has been resolved as API have confirmed that they do have access to the specified product.

Would you please respond confirming your agreement.

Regards

Richard

From: Peter Newham [<mailto:pnewham@security1.com.au>]
Sent: Tuesday, 15 May 2012 10:58 AM
To: Blakely-Kidd, Richard

Cc: David Newham; peter.murray@act.gov.au

Subject: T18251.110

Richard, after our discussion yesterday I would like to confirm the conversation we had regarding the recent Health Master Keying Tender. I wish to raise serious concerns about what has taken place in this tender process.

You have advised that the preferred supplier is API Locksmiths using the complying product we put forward "Protec 2". We wish to request an internal review of this decision as we are aware that API could not & did not submit a tender with this product.

I informed you that it was not possible for API to have complied with the technical specification as they along with all other Locksmiths in Australia do not have access to "Protec 2" as it has not been released. Canberra Locksmiths is the only company with a current agreement and is the only holder of a broach and stocks of the product. "Protec 2" is a completely new product with an new patent and requires a new dealership agreement with Assa Abloy. As outlined in our tender response Canberra Locksmiths is the only company in Australia which has this agreement in place. A release date has not been set for this product to the rest of the market.

Assa Abloy has confirmed Canberra Locksmiths is the only company which has approached Assa Abloy for technical specifications, Brochures and pricing for this product.

I am surprised therefore that you are dealing with API as "preferred tenderer" and asking them to access Protec 2 as clearly they would not have tendered on this product.

In support of the above facts my supplier Assa Abloy have advised me that they received a phone call on Friday the 11th of May from API Locksmiths Canberra Branch asking the question "what is Protec 2?". He further stated that the query stemmed from a conversation with an ACT Government procurement employee, who had contacted him to ask if they were tendering on "Protec Click" or "Protec 2". The API employee said that he "took a punt and said Protec 2" & that he was now wanting detail as to what the product was and how he could access it.

It is our contention that API didn't know that "Protec 2" existed before the conversation with the ACT Government employee. I am certain that their tender documents contain no reference to "Protec 2". The product in API's response "Protec" has a patent expiry date of 2017 which would fail the Technical Specifications listed in paragraph 3.2. This would render the API Tender response non compliant.

At the end of our conversation yesterday you advised that we were non compliant as we did not provide an IRE certificate. You advised that it "this should have been listed as part of the mandatory requirements but was not".

I request an urgent meeting with the tender evaluation chair and or an internal review of this decision. Can you confirm that this request has been forwarded to the appropriate person & how I am able to provide information for this review.

Peter Newham
Canberra Locksmiths
15 May 2012

Blakely-Kidd, Richard

From: Gomes, Dario
Sent: Wednesday, 16 May 2012 10:46 PM
To: Bonato, Mark; Blakely-Kidd, Richard
Subject: RE: MMKS - T18251.110

Richard,

I am also in agreement that we proceed on the basis that API has confirmed that they are able to supply the Assa Abloy Protec 2 System and will establish an agreement with Assa Abloy, be issued a brochure for the system and acquire the stocks within the required timeframes in order to support the identified HIP priorities.

Regards
 Dario

Dario Gomes

Security Operations Manager
 ACT Government Health Directorate
 Health Services, Security & Emergency
 Business & Infrastructure Branch

Security Office | Level 2 | Building 2 | Canberra Hospital
 Yamba Drive | Garran | ACT 2605

T (02) 6244 4070 | M 0407 465 844 | F (02) 62442686
 E dario.gomes@act.gov.au | W www.health.act.gov.au

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From: Bonato, Mark
Sent: Wednesday, 16 May 2012 7:08 PM
To: Blakely-Kidd, Richard; Gomes, Dario
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Regards,

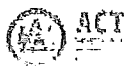
Mark

Mark Bonato

A/g Executive Director
 Business & Infrastructure Branch, ACT Health Directorate
 Level 3, 11 Moore Street
 CIVIC ACT 2601
 (Postal: PO Box 11, Woden, ACT, 2606)

Tel: 02 6205 0606 | Mob: 0419 211 680 | Email: mark.bonato@act.gov.au

ACT
 Health



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Sent: Wednesday, 16 May 2012 10:01 AM
To: Bonato, Mark; Gomes, Dario
Subject: MMKS - T18251.110
Importance: High

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Regards
Richard

From: Peter Newham [mailto:pnewham@security1.com.au]
Sent: Tuesday, 15 May 2012 10:58 AM
To: Blakely-Kidd, Richard
Cc: David Newham; peter.murray@act.gov.au
Subject: T18251.110

Richard, after our discussion yesterday I would like to confirm the conversation we had regarding the recent Health Master Keying Tender. I wish to raise serious concerns about what has taken place in this tender process.

You have advised that the preferred supplier is API Locksmiths using the complying product we put forward "Protec 2". We wish to request an internal review of this decision as we are aware that API could not & did not submit a tender with this product.

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I request an urgent meeting with the tender evaluation chair and or a in internal review of this decision. Can you confirm that this request has been forwarded to the appropriate person & how I am able to provide information for this review.

Peter Newham
Canberra Locksmiths
15 May 2012

72

Thread - Reference No: ACT SSP-GCOR-000916

CADP
B 23 - The Canberra Hospital
Yamba Drive
Garran
ACT 2605 Australia

Shared Services Procurement
PO Box 818
Dickson
ACT 2602 Australia
Ph +61 2 62075468

General Correspondence**ACT SSP-GCOR-000916**

To Mr Jim Fisher - CLASS Complete Lock and Safe Services
From Mr Richard Blakely-Kidd - Shared Services Procurement
Sent Thursday, 17 May 2012 5:21:08 PM EST (GMT +10:00)
Attribute 1 CADP Wide
Attribute 2 Door Hardware
Attribute 3 Z-Not Applicable
Status N/A
Subject Tender no. 18251.110 - Managed Master Keying System

Hi Jim,

I refer to your tender response to the Request For Tender no. 18251.110 - Managed Master Keying System for the ACT Health Directorate.

The Territory wishes to advise that API Services & Solutions Pty Ltd has been selected as the preferred tenderer for this procurement. Pre-contract negotiations are currently being conducted with the preferred tenderer. If they are successful, you will be advised of the outcome from the negotiations via a Letter of Decline.

If you require a debrief please contact me to arrange this after you have received the Letter of Decline.

regards
Richard

Refer To	Mail No	From	From Organization	Subject
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Thread - Reference No: ACT SSP-GCOR-000917

CADP
B 23 - The Canberra Hospital
Yamba Drive
Garran
ACT 2605 Australia

Shared Services Procurement
PO Box 818
Dickson
ACT 2602 Australia
Ph +61 2 62075468

Reference No: ACT SSP-GCOR-000916

General Correspondence

ACT SSP-GCOR-000917

To Mr Evan Williams - Kaba Australia Pty Ltd (EWilliams@kaba.com.au)
From Mr Richard Blakely-Kidd - Shared Services Procurement
Sent Thursday, 17 May 2012 5:23:42 PM EST (GMT +10:00)
Attribute 1 CADP Wide
Attribute 2 Door Hardware
Attribute 3 Z-Not Applicable
Status N/A
Subject Fwd: Tender no. 18251.110 - Managed Master Keying System

Hi Evan

I refer to your tender response to the Request For Tender no. 18251.110 - Managed Master Keying System for the ACT Health Directorate

The Territory wishes to advise that API Services & Solutions Pty Ltd has been selected as the preferred tenderer for this procurement. Pre-contract negotiations are currently being conducted with the preferred tenderer. If they are successful, you will be advised of the outcome from the negotiations via a Letter of Decline.
If you require a debrief please contact me to arrange this after you have received the Letter of Decline.

regards
Richard

Refer To	Mail No	From	From Organization	Subject
Parent	Mail No	From	From Organization	Subject
	ACT SSP-GCOR-000916	Mr Richard Blakely-Kidd	Shared Services Procurement	Tender no. 18251.110
				Managed Master Keying System

Thread - Reference No: ACT SSP-GCOR-000919

CADP
B 23 - The Canberra Hospital
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Garran
ACT 2605 Australia

Shared Services Procurement
PO Box 818
Dickson
ACT 2602 Australia
Ph +61 2 62075468

Reference No: ACT SSP-GCOR-000916

General Correspondence

ACT SSP-GCOR-000919

To Mr Peter Newham - Shared Services Procurement (pnewham@security1.com.au)
From Mr Richard Blakely-Kidd - Shared Services Procurement
Sent Thursday, 17 May 2012 5:26:47 PM EST (GMT +10:00)
Attribute 1 CADP Wide
Attribute 2 Door Hardware
Attribute 3 Z-Not Applicable
Status N/A
Subject Fwd: Tender no. 18251.110 - Managed Master Keying System

Hi Peter,

Just formalising verbal advice provided to you.

I refer to your tender response to the Request For Tender no. 18251.110 - Managed Master Keying System for the ACT Health Directorate

The Territory wishes to advise that API Services & Solutions Pty Ltd has been selected as the preferred tenderer for this procurement. Pre-contract negotiations are currently being conducted with the preferred tenderer. If they are successful, you will be advised of the outcome from the negotiations via a Letter of Decline. If you require a debrief please contact me to arrange this after you have received the Letter of Decline.

regards
Richard

Refer To	Mail No	From	From Organization	Subject
Parent	Mail No	From	From Organization	Subject
	ACT SSP-GCOR-000917	Mr Richard Blakely-Kidd	Shared Services Procurement	Fwd: Tender no. 18251.110
				Managed Master Keying System

Thread - Reference No: ACT SSP-GCOR-000915

CADP
B 23 - The Canberra Hospital
Yamba Drive
Garran
ACT 2605 Australia

Shared Services Procurement
PO Box 818
Dickson
ACT 2602 Australia
Ph +61 2 62075468

Reference No: Keeler-GCOR-000007

General Correspondence

ACT SSP-GCOR-000915

To Mr Craig Keeler-Milne - Keeler Hardware Pty Limited
From Mr Richard Blakely-Kidd - Shared Services Procurement
Sent Thursday, 17 May 2012 5:17:21 PM EST (GMT +10:00)
Attribute 1 Z- Not Applicable
Attribute 2 Z- Not Applicable
Attribute 3 Z-Not Applicable
Status N/A
Subject Re: TENDER NO. 18251.110 - MANAGED MASTER KEYING SYSTEM

Hi Craig,

I refer to your tender response to the Request For Tender no. 18251.110 - Managed Master Keying System for the ACT Health Directorate

The Territory wishes to advise that API Services & Solutions Pty Ltd has been selected as the preferred tenderer for this procurement. Pre-contract negotiations are currently being conducted with the preferred tenderer. If they are successful, you will be advised of the outcome from the negotiations via a Letter of Decline.

If you require a debrief please contact me to arrange this after you have received the Letter of Decline.

regards
Richard

From: C Keeler-Milne
Sent: 15/05/2012 4:05:44 PM EST (GMT +10:00)
To: Richard Blakely-Kidd
Mail Number: Keeler-GCOR-000013
Subject: Re: TENDER NO. 18251.110 - MANAGED MASTER KEYING SYSTEM

Richard

Is there any advance on this tender?

Regards
Craig

Craig Keeler-Milne Managing Director

Keeler Hardware Pty Limited
Architectural Ironmongers
ABN 74 000 775 235
Mobile 0418 282 717
Email keelermilne@keelerhardware.com.au

Web www.keelerhardware.com.au

Sydney | Canberra | Wollongong | Brisbane | Melbourne

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From: R Blakely-Kidd
Sent: 03/04/2012 2:52:46 PM EST (GMT +10:00)
To: Craig Keeler-Milne
Mail Number: ACT SSP-GCOR-000753
Subject: Re: TENDER NO. 18251.110 - MANAGED MASTER KEYING SYSTEM

Hi Craig,
 The RFT had a basic program.
 I would expect a decision sometime in April. But don't hold me to that as the wheels of Government sometimes have their own pace!

regards
 Richard

From: C Keeler-Milne
Sent: 02/04/2012 9:22:41 AM EST (GMT +10:00)
To: Richard Blakely-Kidd
Mail Number: Keeler-GCOR-000007
Subject: TENDER NO. 18251.110 - MANAGED MASTER KEYING SYSTEM

Richard

A quick note following up on our offer for TENDER NO. 18251.110 - MANAGED MASTER KEYING SYSTEM

Can you advise the program for assessment & your time frame to make a decision on the successful tenderer?

Regards
 Craig

Craig Keeler-Milne Managing Director

Keeler Hardware Pty Limited
 Architectural Ironmongers
 ABN 74 000 775 235
 Mobile 0418 282 717
 Email keelermilne@keelerhardware.com.au

Web www.keelerhardware.com.au

Sydney | Canberra | Wollongong | Brisbane | Melbourne

Please contact us at the telephone number above if any part of this transmission is incomplete, illegible or if you are not an authorised recipient of this email. Information in this e-mail may be privileged, confidential and/or copyright material of Keeler Hardware Pty Limited, and must not be used in any unauthorised way. You should only re-transmit, distribute or commercialise the material if you are authorised to do so. Although we take due care ourselves, we provide no warranty that the material contained in this email or any attachment to it is free from any virus, error or defect.

Refer To	Mail No	From	From Organization	Subject
Parent	Mail No	From	From Organization	Subject
	Keeler-GCOR-000013	Mr Craig Keeler-Milne	Keeler Hardware Pty Limited	Re: TENDER NO. 18251.110 - MANAGED MASTER KEYING SYSTEM

74
Blakely-Kidd, Richard

From: Bonato, Mark
Sent: Monday, 30 April 2012 8:25 AM
To: Blakely-Kidd, Richard
Cc: Dredge, David; Gomes, Dario
Subject: RE: MMKS clarification response from contractors

Richard,

Yes - I agree with Dario - Traka cabinets seem the better option.

Mark

Mark Bonato
A/g Executive Director
Business & Infrastructure Branch, ACT Health Directorate Level 3, 11 Moore Street
CIVIC ACT 2601
(Postal: PO Box 11, Woden, ACT, 2606)

Tel: 02 6205 0606 | Mob: 0419 211 680 | Email: mark.bonato@act.gov.au

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Care Excellence Collaboration Integrity

-----Original Message-----

From: Gomes, Dario
Sent: Friday, 27 April 2012 10:50 PM
To: Blakely-Kidd, Richard
Cc: Dredge, David; Bonato, Mark
Subject: RE: MMKS clarification response from contractors

Richard,

Both good responses but would definitely lean towards the Traka Key Cabinets given the HLI with CCURE800.

Regards

Dario Gomes
Security Operations Manager
ACT Government Health Directorate
Client Services, Security & Emergency
Business & Infrastructure Branch

Security Office | Level 2 | Building 2 | Canberra Hospital Yamba Drive | Garran | ACT 2605

T (02) 6244 4070 | M 0407 465 844 | F (02) 62442686 E dario.gomes@act.gov.au | W www.health.act.gov.au

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Care Excellence Collaboration Integrity

-----Original Message-----

From: Blakely-Kidd, Richard
Sent: Friday, 27 April 2012 5:38 PM
To: Dredge, David; Bonato, Mark; Gomes, Dario
Subject: MMKS clarification response from contractors

All,
MMKS clarification response attached for your review/comment.
Regards
Richard

-----Original Message-----

From: richard b-k [<mailto:richard.blakely-kidd@act.gov.au>]
Sent: Friday, 27 April 2012 8:36 PM
To: Blakely-Kidd, Richard
Subject:

This E-mail was sent from "TCHB23L0GP01" (Aficio MP C2800).

Scan Date: 27.04.2012 18:35:31 (+0800)

Project Officer: Richard Blakely-Kidd, Ph: (02) 6207 6450
Contracts Officer: Ian Hamill, Ph: (02) 6207 6602

The Director
API Services and Solutions Pty Limited
ACN 146 230 711
Unit 2, 73 Collie Street
FYSHWICK ACT 2609

Dear Sir/Madam

Contract No: 2012.15700.290
Project: Gungahlin Community Health Centre – Master Keyed Locked Cylinders

The Australian Capital Territory accepts your offer dated 23 March 2012 for the **Gungahlin Community Health Centre – Master Keyed Locked Cylinders** project for the GST-inclusive amount of three thousand two hundred dollars (\$3,200.00).

In relation to Clause 9.2 of the General Conditions of Contract you are required to provide the Superintendent the name and the address of all subcontractor/s for the duration of the contract. This information is to be provided to the Superintendent within 14 days of the successful subcontractor being advised. The Superintendent will then provide this information to the Australian Capital Territory to validate that appropriate industrial obligations are being met.

With reference to Clause 6.2 of the General Conditions of Contract you will be required to execute the Contract Documents. A Courier will deliver the Contract Documents to you when they are ready for execution.

In relation to Clause 35.2 of the General Conditions of Contract you are required to reach practical completion by 3 August 2012

Yours faithfully



Glenn Lacey
A/g Director Civil Branch

/ June 2012

SHARED SERVICES PROCUREMENT

ABN 66 676 633 401

Telephone (02) 6207 5542 • Fax (02) 6207 6500

PO Box 818 Dickson ACT 2602

Level 3 North, Dame Pattie Menzies House, 16 Challis St Dickson ACT 2602

Blakely-Kidd, Richard

From: Aaron Lincoln [Aaron.Lincoln@131key.com.au]
Sent: Wednesday, 8 August 2012 7:47 AM
To: Blakely-Kidd, Richard
Subject: RE: ACT SSP-GCOR-001402: ACT Health Directorate - Managed Master Keying System
Tender validity ACNXREF<GIJ2G6Swet96ie7KhoY4>

Richard,

For some reason I am unable to reply through Aconex.

I confirm that our tender validity period is extended 90 days till 23rd September 2012

Aaron Lincoln | ACT Branch Manager



"Now you're talking security!"

API Services and Solutions Pty Ltd
2/73 Collie Street, Fyshwick ACT 2609
T 02 6280 2900 | F 02 6280 2901 | M 0434 565 502
E aaron.lincoln@131key.com.au | W www.131KEY.com.au



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Please consider the environment before printing this e-mail.

From: Richard Blakely-Kidd [<mailto:auto-reply-mel@aconex.com>]
Sent: Tuesday, 7 August 2012 3:58 PM

To: Aaron Lincoln
Subject: ACT SSP-GCOR-001402: ACT Health Directorate - Managed Master Keying System Tender validity
ACNXREF<GIJ2G6Swet96ie7KhoY4>

Dear Aaron,

You have received a new **General Correspondence: ACT SSP-GCOR-001402**

Project: CADP

Type: General Correspondence

Mail Number: ACT SSP-GCOR-001402

To: Mr Aaron Lincoln, API Security Pty Ltd

From: R Blakely-Kidd, Shared Services Procurement

Sent: 07/08/2012 3:56:47 PM EST (GMT +10:00)

Attribute 1: CADP Wide

Attribute 2: Door Hardware

Attribute 3: Z-Not Applicable

Status: N/A

Subject: ACT Health Directorate - Managed Master Keying System Tender validity

Hi Aaron,

The Deed of Standing Offer is being prepared by the Territory and you should have a draft in the next week or so.

The standard conditions of tender require your offer to be available for 90 days from close of tender (27 march 2012). As the Deed of Standing Offer is still in preparation would you please provide confirmation of your extension to the tender validity period of another 90 days (taking it to until 23 September 2012).

regards

Richard

This is an automatic notification from **Aconex**.

To reply to this message, hit the Reply button on your email program. Do not edit the subject line.

Aconex

Project success. Easy as Aconex.

To request an Aconex User Account please contact your local helpdesk by visiting [Support Central](#)

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Search Results for:	Current Search	Organisation Number	146230711
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*Extracted from ABR's database at 14:53:40 on 22/08/2012

*Extracted from ASIC's database at 14:53:39 on 22/08/2012

This extract contains information derived from the Australian Securities and Investment Commission's (ASIC) database under section 1274A of the Corporations Act 2001. Please advise ASIC of any error or omission which you may identify.

Organisation Details

Organisation Name	API SERVICES AND SOLUTIONS PTY LIMITED
Australian Company Number	<u>146230711</u>
State of Incorporation	Victoria
Registration Date	08/09/2010
Organisation Number Heading	ACN (Australian Company Number)
Australian Business Number	20146230711
Review Date	08/09/2012
Document Number	1E6836210
Details Type(current/ceased)	Current
Details Start Date	08/09/2010
Organisation Name	API SERVICES AND SOLUTIONS PTY LIMITED
Name Start Date	08/09/2010
Organisation Status	Registered
Organisation Type	Australian Proprietary Company
Organisation Class	Limited By Shares
Organisation Sub-Class	Proprietary Company
Disclosing Entity Flag	N

Company Address

Document Number	1E6836411
Details Type(current/ceased/future)	Current
Address Type	Registered Office
Address Start Date	15/09/2010
Address	UNIT 5 435 WILLIAMSTOWN ROAD PORT MELBOURNE VIC 3207
Document Number	1E6836411
Details Type(current/ceased/future)	Current
Address Type	Principal Place of Business
Address Start Date	08/09/2010
Address	UNIT 5 435 WILLIAMSTOWN ROAD PORT MELBOURNE VIC 3207

Company Office Holders

Document Number	1E6836433
-----------------	-----------

Details Type(current/former)	Current
Role	Director
Appointment Date	08/09/2010
Full Name	<u>STOKES RICHARD JAMES</u>
Birth Details	12/12/1962 GEELONG VIC
Address	1 BAYLIE PLACE GEELONG VIC 3220

Document Number	027586073
Details Type(current/former)	Current
Role	Secretary
Appointment Date	25/05/2011
Full Name	<u>MCKENZIE ADRIAN FRANCIS</u>
Birth Details	24/05/1968 BALLARAT VIC
Address	115 MARLBOROUGH STREET BENTLEIGH EAST VIC 3165

Document Number	1E6836210
Details Type(current/former)	Current
Role	Ultimate Holding Company
Officer Organisation Number	<u>009259876</u>
Officer Name	Q TECHNOLOGY GROUP LIMITED
Organisation Number Heading	ACN (Australian Company Number)
Australian Business Number	27009259876

Share Structure – Issued and Paid Capital

Document Number	1E6836440
Share Class Code	ORD
Share Class Title	ORDINARY
Number of Shares Issued	1
Total Paid on Shares Issues	\$ 1.00

Note: For each class of shares issued by a proprietary company, ASIC records the details of the twenty members of the class (based on shareholdings). The details of any other members holding the same number of shares as the twentieth ranked member will also be recorded by ASIC on the database. Where available, historical records show that a member has ceased to be ranked amongst the twenty members. This may, but does not necessarily mean, that they have ceased to be a member of the company.

Share Holders

Document Number	1E6836440
Class Code	ORD
Number Held	1
Beneficially Owned	Y
Fully Paid	Y
Member Organisation Number	<u>009259876</u>
Member Name	Q TECHNOLOGY GROUP LIMITED
Address	UNIT 5 435 WILLIAMSTOWN ROAD PORT MELBOURNE VIC 3207

Joint Holding Indicator	N
Member Organisation Number Heading	ACN (Australian Company Number)
Australian Business Number	27009259876

Company Document Listing

Document Number	<u>027828691</u>
Date Received	28/09/2011
Form Code	309
Date Processed	29/09/2011
Number of Pages(if Imaged)	12
Effective Date	12/09/2011
Sub-form Code	309A
Additional Description	Notification of Details of a Charge

Document Number	<u>027842665</u>
Date Received	12/09/2011
Form Code	309
Date Processed	13/09/2011
Number of Pages(if Imaged)	12
Effective Date	29/07/2011
Sub-form Code	309A
Additional Description	Notification of Details of a Charge

Document Number	<u>027521769</u>
Date Received	12/07/2011
Form Code	389
Date Processed	08/08/2011
Number of Pages(if Imaged)	3
Effective Date	12/07/2011
Sub-form Code	389B
Additional Description	Annual Notice By Wholly-Owned Entity Annual Notice By
Additional Description	Wholly-Owned Entity – Companies

Document Number	<u>027705780</u>
Date Received	29/06/2011
Form Code	351
Date Processed	21/07/2011
Number of Pages(if Imaged)	17
Effective Date	29/06/2011
Sub-form Code	351
Additional Description	Deed Relating to Class Order

Document Number	<u>027543784</u>
Date Received	07/06/2011

Form Code 309
Date Processed 08/06/2011
Number of Pages(if Imaged) 18
Effective Date 19/05/2011
Sub-form Code 309A
Additional Description Notification of Details of a Charge

Document Number 027586073
Date Received 01/06/2011
Form Code 484
Date Processed 02/06/2011
Number of Pages(if Imaged) 5
Effective Date 01/06/2011
Sub-form Code 484E
Additional Description Change to Company Details Appointment or Cessation of A
Additional Description Company Officeholder

Document Number 027320880
Date Received 07/12/2010
Form Code 350
Date Processed 08/12/2010
Number of Pages(if Imaged) 2
Effective Date 07/12/2010
Sub-form Code 350
Additional Description Certification of Compliance With Stamp Duties Law By
Additional Description Provisional Charge
Additional Description Alters 027 053 271

Document Number 027137708
Date Received 02/11/2010
Form Code 350
Date Processed 03/11/2010
Number of Pages(if Imaged) 2
Effective Date 02/11/2010
Sub-form Code 350
Additional Description Certification of Compliance With Stamp Duties Law By
Additional Description Provisional Charge
Additional Description Alters 027 130 413

Document Number 027053271
Date Received 29/10/2010
Form Code 309
Date Processed 01/11/2010
Number of Pages(if Imaged) 41
Effective Date 26/10/2010

Sub-form Code 309A
Additional Description Notification of Details of a Charge
Additional Description Altered by 027 320 880

Document Number 027130413
Date Received 05/10/2010
Form Code 309
Date Processed 06/10/2010
Number of Pages(if Imaged) 28
Effective Date 30/09/2010
Sub-form Code 309A
Additional Description Notification of Details of a Charge
Additional Description Altered by 027 137 708

Document Number 1E6836398
Date Received 08/09/2010
Form Code 484
Date Processed 08/09/2010
Number of Pages(if Imaged) 2
Effective Date 08/09/2010
Sub-form Code 484E
Additional Description Change to Company Details Appointment or Cessation of A
Additional Description Company Officeholder

Document Number 1E6836411
Date Received 08/09/2010
Form Code 484
Date Processed 08/09/2010
Number of Pages(if Imaged) 2
Effective Date 08/09/2010
Sub-form Code 484
Additional Description Change to Company Details
Sub-form Code 484B
Additional Description Change of Registered Address
Sub-form Code 484C
Additional Description Change of Principal Place of Business (Address)

Document Number 1E6836433
Date Received 08/09/2010
Form Code 484
Date Processed 08/09/2010
Number of Pages(if Imaged) 3
Effective Date 08/09/2010
Sub-form Code 484E
Additional Description Change to Company Details Appointment or Cessation of A

Additional Description	Company Officeholder
Document Number	<u>1E6836440</u>
Date Received	08/09/2010
Form Code	484
Date Processed	08/09/2010
Number of Pages(if Imaged)	3
Effective Date	08/09/2010
Sub-form Code	484
Additional Description	Change to Company Details
Sub-form Code	484O
Additional Description	Changes to Share Structure
Sub-form Code	484G
Additional Description	Notification of Share Issue
Sub-form Code	484H
Additional Description	Notification of Share Cancellation – Redeemable Preferences
Sub-form Code	484N
Additional Description	Changes to (Members) Share Holdings

Document Number	<u>1E6836478</u>
Date Received	08/09/2010
Form Code	484
Date Processed	08/09/2010
Number of Pages(if Imaged)	2
Effective Date	08/09/2010
Sub-form Code	484E
Additional Description	Change to Company Details Appointment or Cessation of A
Additional Description	Company Officeholder

Document Number	<u>1E6836210</u>
Date Received	08/09/2010
Form Code	201
Date Processed	08/09/2010
Number of Pages(if Imaged)	3
Effective Date	08/09/2010
Sub-form Code	201C
Additional Description	Application For Registration as a Proprietary Company

Contact Address

Section 146A of the Corporations Act 2001 states 'A contact address is the address to which communications and notices are sent by ASIC to the company.'

End of Search Report

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Blakely-Kidd, Richard

From: Gomes, Dario
Sent: Friday, 24 August 2012 12:44 PM
To: Blakely-Kidd, Richard
Subject: RE: Managed Master Keying System - Deed of Standing Offer - 22.08.12

Richard,

Thank you for this information. The details as described in your email are confirmed.

Contract Officer: Dario Gomes - Security Operations Manager
 Software will be as described in the specifications.

Regards
 Dario

Dario Gomes

Assistant Director
 Information Services, Security & Emergency
 Business & Infrastructure Branch
 ACT Health Directorate

Security Office | Level 2 | Building 2 | Canberra Hospital
 Yamba Drive | Garran | ACT 2605

T (02) 6244 4070 | M 0407 465 844 | F (02) 62442686
 E dario.gomes@act.gov.au | W www.health.act.gov.au

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From: Blakely-Kidd, Richard
Sent: Friday, 24 August 2012 12:31 PM
To: Gomes, Dario
Subject: FW: Managed Master Keying System - Deed of Standing Offer - 22.08.12

Hi Dario,

I have been with the GSO and attached is the latest Deed of Standing Offer (DoSO) for the Managed Master Keying System which we need to finalize the details.

I require the following clarifications/confirmations:

- You will need to be the Contract Officer or someone from your section (please advise) as you will be undertaking the day to day items;
- Software – the reference/conditions will be as per specification that will be included in the DoSO.

Regards
 Richard

From: Vaishnav, Shefali
Sent: Wednesday, 22 August 2012 3:50 PM
To: Blakely-Kidd, Richard
Cc: Deasey, Michael
Subject: Managed Master Keying System - Deed of Standing Offer - 22.08.12

ACT GOVERNMENT SOLICITOR
(see confidentiality notice below)

Richard,

Please find attached marked up version of the Deed of Standing Offer for the Managed Master Keying Sytem. I have highlighted certain parts of the Deed in yellow which require you to insert the required information.

Regards

Shefali Vaishnav | Solicitor | ACT Government Solicitor

☎ 02-620 75544 | ☎ 02 620 70630 | DX 5602 Canberra | ✉ PO Box 260 Civic Square ACT 2608

www.actgs.act.gov.au

Reference: 621309

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Request to enter into Deed of Standing Offer (Construction)

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To: Manager, Contracts

Project Details

Project Name: Managed Master Keying System
Contract Number: 2012.18251.110
Client: Health Directorate
Client Representative: Dario Gomes

For Consultancies, PM's & Other: Commencement Date: 19 September 2012 Completion Date: 18 September 2017

Details

I / the client requests that the Australian Capital Territory enter into ~~contract~~ *standing offer* to engage the following services:

☐ Consultant ☐ Project Manager ☒ Contractor ☐ Other

Company name: API Services & Solutions Pty Limited

For the sum of: As per schedule of rates

Documentation Provided

The following documentation is attached or electronic reference provided:

Consultant / Project Manager		Contractor / Other	
Evidence of Procurement Plan clearance (which includes Contract Execution Request) / GPB endorsement of Procurement Plan (if applicable).	☒	Evidence of Procurement Plan clearance (which includes Contract Execution Request) / GPB endorsement of Procurement Plan (if applicable).	☐
Original Proposal.	☒	Copy of Tender.	☐
Revised Proposal NA ☒	☐	All correspondence affecting the contract	☐
The approved Specification	☒	Copy of TER including Delegate Approval of TER.	☐
All correspondence affecting the contract.	☒	Copy of Revised Offer NA ☐	☐
Delegate Approval of TER	☒		☐

Tender checked:

No qualifications ☐ Qualifications agreed ☐ IRE Compliant ☒ Confidentiality request agreed ☒

Include details of any agreed qualifications:

Trade Contracts under PM Agreements

Funding for this Trade contract is within the approved procurement expenditure authorised by the Client Agency.

Yes ☐ No ☐

R. Blakely-Kold
Project Officer

R. Blakely-Kold
Signature

14.9.12
Date

Colin Mooney
Manager

Colin Mooney
Signature

24.9.12
Date

Note: check with Contracts regarding Carstairs station and Request to enter into standing offer rather than contract.

