

## INFORMATION SHEET

### Overview

The eProjects Panel provides a mechanism for SA Government Agencies to acquire project-oriented ICT services. The eProjects Panel operates using an established *panel* procurement model, in which Potential Suppliers agree to supply services using a standardised contract construct and associated processes, after being vetted to determine that they have sufficient capability and capacity to provide services to government Departments/Agencies.

Operation of the eProjects Panel will be funded by a 2% Cost Recovery Fee (to be paid by vendors to Government ICT Services) on the total, GST-exclusive cost of all contracts and projects conducted under the aegis of the eProjects Panel. The level at which this fee is set will be reviewed annually to ensure that it provides only enough income to support the operations of the eProjects Panel.

The eProjects Panel was established, in the first instance, through a nationally advertised Request for Tender ["RFT"]. The RFT is modeled on similar processes already undertaken by the South Australian Government. The RFT incorporates a number of mandatory response requirements, addressing such topics as information on company directors, insurances, liens or other covenants or restrictions carried by the Potential Supplier.

### Panel features

There are three characteristics that distinguish the eProjects Panel from other, similar South Australian Government Panels. The eProjects Panel:

- allows Vendors, in certain circumstances and consistent with Government policy, to commercialise intellectual property developed during the course of projects for government;
- adopts a risk-based approach to determining the extent of required insurances and potential liabilities of vendors; and
- incorporates vendor performance reviews that will reflect how well each vendor has met the expectations of the purchasing Agency.

Other attributes of the eProjects Panel operational model, such as using a risk-based approach to determine insurances and liabilities are based on proven models. The Commonwealth Government has released a set of guidelines for just this purpose ([www.dcita.gov.au/data/assets/pdf\\_file/41968/LimitingLiabilityReport.pdf](http://www.dcita.gov.au/data/assets/pdf_file/41968/LimitingLiabilityReport.pdf)).

### Vendors wanting to join

Each Potential Supplier's capability and capacity is determined by assessing its experience, skills, and capacity to deliver services in each project service category. A quantitative assessment is also made to gauge the viability of the business of each Potential Supplier, by requesting confirmation of solvency, legal standing, and other measures.

### Projects that qualify

The authorisation thresholds for the eProjects Panel are:

- for all procurements less than \$200,000, Approved Buyers will need to seek at least two written quotes from Vendors; and



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- for all procurements greater than \$200,000 and up to \$700,000, Approved Buyers will need to seek at least three written quotes from Vendors.

The scope of eProjects Panel encompasses the broad ICT project service categories of:

- System development/deployment
- System integration
- Professional project services
- Other Information and Technology projects

Agencies seeking to acquire temporary specialist staff should use other, complementary procurement processes, such as the Across Government Contract for Temporary Staff Placement Services panel. Agencies are also bound to use other procurement processes for mandated, across Government contracts established by the Government.

### Project Service Categories

Category	Project Services
System* Development/Deployment  *the definition of 'system' encompasses applications	Requirements specification Design Construction Testing Maintenance Other
Integration	As above
Professional Project Services	Governance design/implementation Strategy development/implementation Analysis - Financial/Technical/Business Case/Other Architecture – Information/Technical design/implementation Capacity Planning ITIL-related projects Project Management Security/Risk/Business Continuity/Audit/Quality Assurance Training/Useability testing System acceptance testing/certification Business Process Re-engineering Other
Other Information & Technology Projects	All

### eProjects Portal

The eProjects Panel is supported by a web-based portal (the eProjects Panel Portal). The eProjects Panel Portal allows for secure access by vendors to documentation issued by agency-based buyers. It also provides an audit trail of procurement



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processes, an archive of project performance reviews, and reporting capabilities to support contract management functions.

### More Information

The Panel is managed by Contract Management Group a business unit of Government ICT Services.

More information is available via the following contacts.

**Website** <http://www.cto.sa.gov.au/contracts/eProjects-Panel>

**Email** [Contract.Management@saugov.sa.gov.au](mailto:Contract.Management@saugov.sa.gov.au)

Version 1.0 May 2007