

From: [PAS Reporting & Enhancements](#)
To: [s47E\(c\), s47F](#); [PAS Reporting & Enhancements](#)
Cc: [STODDART, Chloe](#)
Subject: RE: CN4036947 - Updating the description on Austender [SEC=OFFICIAL]
Date: Wednesday, 22 May 2024 12:04:59 PM
Attachments: [image002.png](#)
[image003.png](#)

Hi [s47E\(c\), s47F](#)

This has been done.

If there is anything else that you need please let me know.

Thanks

Kind regards,
[s47E\(c\), s47F](#)

Manager, Procurement Reporting and Enhancements – Procurement Advisory Services

Financial Management Division | Corporate Operations Group
 Strategic Procurement Branch

Australian Government Department of Health and Aged Care

T: (02) [s47E\(c\), s47F](#) | E: [s47E\(c\), s47F @health.gov.au](#)

This email comes to you from Ngunnawal Country

Location: Sirius Building

PO Box 9848, Canberra ACT 2601, Australia

The Department of Health and Aged Care acknowledges First Nations peoples as the Traditional Owners of Country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to all Elders both past and present.

From: [s47E\(c\), s47F](#) <[@health.gov.au](#)>
Sent: Wednesday, May 22, 2024 10:32 AM
To: PAS Reporting & Enhancements [s47E\(d\)](#) <[@health.gov.au](#)>
Cc: STODDART, Chloe <[Chloe.Stoddart@health.gov.au](#)>
Subject: CN4036947 - Updating the description on Austender [SEC=OFFICIAL]
Importance: High

Hi there

We have identified an admin error for CN4036947 - [Business Transition Project for Meals on Wheels Australia](#) on Austender.

The current description is 'Business Transition Project for Meals on Wheels Australia' which does not align to the title on the covering page of the contract.

Could I please get your help with updating the description to:

- Transitioning the Whitehorse Meals on Wheels operations to Newcastle Meals on Wheels

The contract ends on 31 May 2024.

Many thanks,

[s47E\(c\), s47F](#)
 Director - CHSP and Continence Policy
 Home Support Operations Branch

Home and Residential Division | Ageing and Aged Care Group

Australian Government, Department of Health and Aged Care

T: [s47E\(c\), s47F](#) | E: [s47E\(c\), s47F @health.gov.au](#)

Location: Level 7, Sirius Building

GPO Box 9848, Canberra ACT 2601, Australia

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From: s47E(c), s47F
To: 
Cc: ; [STODDART, Chloe](#)
Subject: RE: Urgent advice - changing Austender title [SEC=OFFICIAL]
Date: Tuesday, 30 April 2024 7:53:55 PM
Attachments: [image001.png](#)

Hi 

s42

Regards

s47E(c), s47F

From: s47E(c), s47F <@health.gov.au>
Sent: Tuesday, April 30, 2024 7:28 PM
To: Procurement Advice <procurement.advice@health.gov.au>
Cc: s47E(c), s47F <@health.gov.au>; s47E(c), s47F <@health.gov.au>; STODDART, Chloe <Chloe.Stoddart@health.gov.au>
Subject: Urgent advice - changing Austender title [SEC=OFFICIAL]
Importance: High

Hi team

Looking for urgent advice.

Are we able to update the description and title on Austender for [CN4036947](#) - Business Transition Project for Meals on Wheels Australia?

Many thanks,

s47E(c), s47F

Director - CHSP and Continenence Policy
Home Support Operations Branch

Home and Residential Division | Ageing and Aged Care Group
 Australian Government, Department of Health and Aged Care
 T: s47E(c), s47F | E: s47E(c), s47F <[@health.gov.au](#)>
 Location: Level 7, Sirius Building
 GPO Box 9848, Canberra ACT 2601, Australia

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From: [Procurement Advice](#)
To: [REDACTED]
Cc: s47E(c), s47F; [STODDART, Chloe](#); s47E(c), s47F
Subject: RE: Urgent advice - changing Austender title [SEC=OFFICIAL] CCEMS:07420002587
Date: Wednesday, 1 May 2024 3:46:36 PM
Attachments: [image.png](#)
[image001.png](#)
Importance: High

Hi [REDACTED]

Thanks for the email.

I definitely can be changed. It is best that we walk you through this process. If you would like to give me a call on [REDACTED] and we will take a look.

Thanks

Kind regards,

[REDACTED]

Procurement Advisory Services

Financial Management Division | Corporate Operations Group
 Australian Government Department of Health and Aged Care
 T: 02 [REDACTED] | E: Procurement.Advice@health.gov.au
 GPO Box 9848, Canberra ACT 2601, Australia

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To ensure prompt responses, please address any replies to this inbox and not to personal inboxes.

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

From: s47E(c), s47F [REDACTED] <[s47E\(c\), s47F@health.gov.au](mailto:s47E(c), s47F@health.gov.au)>;
Received: Tue Apr 30 2024 19:27:56 GMT+1000 (Australian Eastern Standard Time)
To: Procurement Advice <procurement.advice@health.gov.au>; Procurement.Advice-Queue <procurement.advice@health.gov.au>;
Cc: s47E(c), s47F [REDACTED] <[s47E\(c\), s47F@health.gov.au](mailto:s47E(c), s47F@health.gov.au)>; Chloe STODDART <chloe.stoddart@health.gov.au>; s47E(c), s47F [REDACTED] <[s47E\(c\), s47F@health.gov.au](mailto:s47E(c), s47F@health.gov.au)>;
Subject: Urgent advice - changing Austender title [SEC=OFFICIAL]

Hi team

Looking for urgent advice.

Are we able to update the description and title on Austender for [CN4036947](#) - Business Transition Project for Meals on Wheels Australia?

Many thanks,

s47E(c), s47F

Director - CHSP and Continence Policy

Home Support Operations Branch

Home and Residential Division | Ageing and Aged Care Group

Australian Government, Department of Health and Aged Care

T: s47E(c), s47F | E: s47E(c), s47F [i@health.gov.au](mailto:s47E(c), s47F@health.gov.au)

Location: Level 7, Sirius Building

GPO Box 9848, Canberra ACT 2601, Australia

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This document has been released under
the Freedom of Information Act 1982
by the Department of Health, Disability and Ageing

From: [Procurement Advice](#)
To: [REDACTED]
Cc: s47E(c), s47F; [STODDART, Chloe](#); s47E(c), s47F
Subject: RE: Urgent advice - changing Austender title [SEC=OFFICIAL] CCEMS:07420002600
Date: Monday, 6 May 2024 11:05:32 AM
Attachments: [image.png](#)
[image001.png](#)
Importance: High

Hi [REDACTED]

Thanks for your email and time on the phone this morning.

As per our discussion PAS is able to make that change for you on AusTender. As discussed on the phone it may be in your best interest to seek legal advice before the change is made and when your business area are comfortable we will assist with any changes to the listing.

PAS has reviewed the Procurement Publishing and Reporting Obligations (RMG 423) and notes section 39 for your information, noting that there are no specific details on what makes up a contract description.

With this in mind PAS notes that ultimately the decision and risk of changing the contract description at this late stage falls to the Delegate and business area.

Please let us know if there is anything else that you need. As per our discussion PAS is able to make that change for you on AusTender. As discussed on the phone it may be in your best interest to seek legal advice before the change is made and when your business area are comfortable we will assist with any changes to the listing.

PAS has reviewed the Procurement Publishing and Reporting Obligations (RMG 423) and notes section 39 for your information, noting that there are no specific details on what makes up a contract description.

With this in mind PAS notes that ultimately the decision and risk of changing the contract description at this late stage falls to the Delegate and business area.

Please let us know if there is anything else that you need. Thanks.

Kind regards,

[REDACTED]

Procurement Advisory Services

Financial Management Division | Corporate Operations Group
 Australian Government Department of Health and Aged Care
 T: [REDACTED] | E: Procurement.Advice@health.gov.au
 GPO Box 9848, Canberra ACT 2601, Australia

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To ensure prompt responses, please address any replies to this inbox and not to personal inboxes.

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

From: s47E(c), s47F @health.gov.au>;
Received: Sun May 05 2024 16:18:29 GMT+1000 (Australian Eastern Standard Time)
To: Procurement Advice <procurement.advice@health.gov.au>; Procurement.Advice-Queue
 <procurement.advice@health.gov.au>;
Cc: s47E(c), s47F @health.gov.au>; Chloe STODDART
 <chloe.stoddart@health.gov.au>; s47E(c), s47F @health.gov.au>; s47E(c), s47F
 @health.gov.au>;
Subject: RE: Urgent advice - changing Austender title [SEC=OFFICIAL]

Hi team

I urgently need to understand if there are any risks/repercussions we need to be aware of if we were to change the description and title on Austender for [CN4036947](#) - Business Transition Project for Meals on Wheels Australia?

Are you able to get back to me asap?

From: s47E(c), s47F
Sent: Tuesday, April 30, 2024 7:28 PM
To: Procurement Advice <procurement.advice@health.gov.au>
Cc: s47E(c), s47F @health.gov.au>; s47E(c), s47F @health.gov.au>;
 STODDART, Chloe <Chloe.Stoddart@health.gov.au>
Subject: Urgent advice - changing Austender title [SEC=OFFICIAL]
Importance: High

Hi team

Looking for urgent advice.

Are we able to update the description and title on Austender for [CN4036947](#) - Business Transition Project for Meals on Wheels Australia?

Many thanks,

s47E(c), s47F
Director - CHSP and Continence Policy
Home Support Operations Branch

Home and Residential Division | Ageing and Aged Care Group
 Australian Government, Department of Health and Aged Care
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