

# Notification of the award of government building contracts

## Departments' obligations under the Queensland Procurement Policy

The purpose of this policy advice note is to inform departments of their obligations under the *Queensland Procurement Policy* with respect to the publication of information on the award of government building contracts/commissions, particularly as timely fulfilment of these obligations is required for effective administration of other government policies/programs/initiatives.

### Background

The *Queensland Procurement Policy* requires that Queensland Government departments publish details of all awarded contracts/commissions and standing offer arrangements with a value of \$10,000.



Departments administering their own building contracts/commissions should ensure that such publication occurs as soon as possible, but no more than five business days after contract award.

### Minimum details to be published

While the information nominated for public release will vary from project to project depending on the particular circumstances, certain minimum details are required to be published, in line with the *Queensland Procurement Policy*, for the award of each government building contract/commission over \$10,000 in value. These details include:

- the name and address of the principal and the contractor/consultant
- a description of the project and services being provided pursuant to the contract/commission
- the date of award (including the relevant stage if the contract/commission involves more than one stage)
- the contract/commission value (including the value for each stage if the contract involves more than one stage and advice as to whether any non-price criteria were used in the evaluation of tenders)
- the procurement strategy used (including any non-traditional procurement strategies for building contracts e.g. Design and Construct – Lump Sum, Managing Contractor - Design and Construction Management).

### For further information

Enquiries should be directed to:

The Manager  
Building Policy and Practice  
Building Industry and Policy  
Department of Housing and Public Works  
GPO Box 2457  
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