



Expressions of Interest - ACECQA Register of Contractors and Consultants 2019-20

ACECQA is calling for expressions of interest from suitably qualified individuals to be entered on a register for potential independent contractor and consultant work.

ACECQA will use the register to identify, assess and engage individuals as contractors and consultants to undertake specific projects or pieces of work that relate to the delivery of any one of ACECQA's functions under the Education and Care Services National Law.

Please note that expressions of interest to the register do not constitute a guarantee of any work as a contractor/consultant with ACECQA. Individuals on the register may be contacted from time to time to provide further details on their capability to undertake a specific project or piece of work, when it is deemed necessary to meet our short or medium term operational requirements.

Skills, knowledge and experience are required in one or more of the following areas:

- a) Regulatory policy and practice
- b) National Quality Framework and Education and Care Services National Law
- c) Leadership, coaching and quality improvement in an education and care service delivery context
- d) Administrative law and decision-making
- e) Project development and management
- f) Communications and marketing.

Please also note that all contractors and consultants will be engaged using the ACECQA short form contractor/consultancy agreement, and will be engaged under the terms and conditions of that agreement. The key terms and conditions are available [here](#).

The agreed price of individual projects or pieces of work will be negotiated and agreed between the contractor / consultant and ACECQA, once an offer to undertake a project or piece of work is made.

To apply to be added to the register, please submit an expression of interest proposal outlining the following:

- details of relevant skills, experience and qualifications
- description of services provided from the list above (one or more areas)

- details of at least two previous and recent engagements (or if limited previous consultancy/contracting experience, details of previous and relevant employment experience), with details of relevant referees
- contractor / consultant daily rate range, noting specific rates will be negotiated for individual pieces of work or projects.

Send your application to procurement@acecqa.gov.au quoting reference number ACECQA-RCC-2019.

Applicants will be notified whether they have been successfully placed on the register. Your expression of interest will remain active until 31 December 2020. Following this you will be required to submit a new expression of interest.

ACECQA is collecting the information requested for the purpose of assessing and selecting suitable contractors / consultants to be added to its register.

ACECQA is authorised to do so by the *Education and Care Services National Law Act 2010*. Please refer to our [Privacy Policy](#).