

## Department of Foreign Affairs and Trade

### Agenda

Date: 31 March 2011

**Subject:** Australia Network: Tender Evaluation Board (TEB) meeting

**Time** 10.30am – 12.30pm

**Venue** Banksia Room, C5

**Present:** Pamela Fayle (Chair)  
Peter Docwra (PM&C)  
Greg Cox (DBCDE)  
David Yarra (Finance)  
Brenton Thomas (Treasury)

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Margaret Adamson (DFAT Secretariat Chair)  
Rodney Middleton (DFAT Secretariat)  
Dominica Dzwonek (DFAT Secretariat)

#### **Apologies:**

- 1. Apologies and welcome**
  - 1.1. Chair's welcome
  - 1.2. Probity disclosures
- 2. Probity**
  - 2.1. Probity adviser to outline probity guidelines in relation to tender evaluation
- 3. Distribute tenders**
  - 3.1. Distribute tender submission to each TEB member
- 4. DFAT to provide directions to TEB**
  - 4.1. Discuss evaluation approach as outlined in Tender Evaluation Plan
- 5. Next meeting/Questions**