

# Going Home Staying Home: Prequalification scheme information

This set of FAQs provides information in relation to the Prequalification Scheme following notifications to applicants, and other questions raised about the procurement process.

## **1. Is the full list of prequalified organisations publicly available?**

A list of organisations that were accepted onto the Prequalification Scheme will be published on the e-tender and Going Home Staying Home websites, now that all providers have received their outcome notifications.

## **2. Will you publish a list of the organisations that did not prequalify?**

No. All applicants have been notified in writing of the outcomes of their application. The details of unsuccessful applicants will not be made public.

## **3. What were the reasons for organisations not being accepted onto the Prequalification Scheme?**

Certain organisations that are not currently funded under the SHS Program or the National Partnership Agreement on Homelessness were not accepted onto the Prequalification Scheme because their applications did not demonstrate that the organisation met the Scheme's eligibility criteria. That is, their applications did not demonstrate that the organisation currently delivers established services that have people who are homeless or at imminent risk of homelessness as their principal target group, and/or did not demonstrate that the organisation currently delivers specific support and accommodation services.

Certain other organisations that are currently funded under the SHS Program were not accepted onto the Prequalification Scheme because their applications did not demonstrate that the organisation meets the required level of financial viability and governance.

## **4. My organisation has not prequalified. What does this mean?**

From 1 July 2014, services funded under the SHS Program will be delivered only by prequalified service providers.

If your service is currently funded under the SHS Program but has not prequalified for the SHS Prequalification Scheme, your funding and contract will continue to 30 June 2014. Your District Contract Manager will be in touch with you in the near future to discuss transition arrangements.

The current life of the SHS Prequalification Scheme will finish on 30 June 2017. Over the life of the Scheme, FACS may decide to re-open the Scheme to new applicants at our discretion. In this event, your organisation may submit a new application to the Scheme.

**5. My organisation/consortia has successfully pre-qualified. What does this mean?**

Organisations that have successfully prequalified in this Scheme may be accessed by the NSW Government to purchase Specialist Homelessness Services over the next 3 years.

**6. My organisation has been prequalified, but some capabilities are Partially Met. What does this mean for us at tender?**

The '*met*' and '*partially met*' capabilities of prequalified organisations will be matched against the specific requirements for each tender, to inform the decision as to which tender/s your organisation will be invited to apply for.

**7. My organisation/consortia has specific questions about my prequalification result – can we request further feedback?**

Applicants may request feedback on their prequalification application. If you would like verbal feedback on your prequalification result, please make this request by email to the GSH mailbox [GSH@facs.nsw.gov.au](mailto:GSH@facs.nsw.gov.au). Feedback will be provided to the contact person identified in the application form.

**8. My organisation/consortia disagrees with the prequalification assessment. Can I appeal the decision?**

No. The outcome of the prequalification assessment is final and no review of decisions is available.

All prequalification applications assessed as unsuccessful by the Assessment Panel underwent a further review by an independent person who was not involved in the original assessment as part of the evaluation process.

**9. My organisation prequalified as part of a consortium. Once prequalified, can the membership be changed?**

The membership of joint working agreements (such as consortia) can be amended after prequalification. Providers can reconsider any joint working agreements that were formed as part of the prequalification process, particularly in light of the requirements of tenders that they are invited for. This will enable development of a proposal that best meets the service requirements.

It is important to note that the entity that is invited to tender must be the organisation that submits the tender, whether as a single organisation or a lead entity. This means that, while the membership of the joint working agreement can change, the lead entity that was nominated at prequalification must remain the lead entity for the tender.

It is this lead entity that FACS will engage in a contractual relationship with, should the tender bid be successful.

**10. Can we include other partners (on or off the prequalification scheme) that were not part of our prequalification joint working agreement?**

Yes.

**11. What evidence of joint working arrangements will be required at the tender stage?**

Applicants will need to describe any changed or new joint working agreements as part of their tender application. A detailed description of the intended joint working agreement will be required, but formal supporting documentation will not be required until contract negotiation with successful tenderers.

**12. How long does the Scheme remain current?**

The current Scheme will finish on 30 June 2017. Over the life of the Scheme, FACS may decide to re-open the Scheme to new applicants at FACS' discretion.

The Scheme will be monitored and modifications may be made at FACS' discretion during the life of the Scheme. Any changes to the Scheme will be notified to the Service Providers in writing.

**13. Can other Government agencies utilise this scheme?**

Yes. The SHS Prequalification Scheme may be used by any NSW Government agency to invite those registered on the Scheme to tender for the delivery of Specialist Homelessness Services.

**14. What information about Homelessness and current homelessness services is available for my District?**

A report profiling homelessness has been compiled for FACS by PricewaterhouseCoopers. The report describes the socio economic and demographic profiles of each District. It also contains information at the District level about specialist homelessness services, temporary accommodation and crisis and transitional properties managed by FACS-Housing NSW.

Follow the link for the [District Profile report](#).

**15. How can I get further information?**

You can call the Department directly on 8753 9215

You can email the Department at [GHSH@facs.nsw.gov.au](mailto:GHSH@facs.nsw.gov.au).

You can visit the website at [www.housing.nsw.gov.au/GHSH](http://www.housing.nsw.gov.au/GHSH).