

**4 November 2019**

**Amendment to the NSW Department of Education Office Furniture Scheme SCM0771 Conditions**

**Current Term**

Office Furniture Scheme SCM0771 commenced 10 November 2014 to 9 November 2019.

**Extension of Term**

The Scheme Authority is extending the term of the Office Furniture Scheme for a period of 12 months to enable the development of the future strategy for the scheme. The extended term will end on 31 October 2020 unless terminated earlier as detailed below. A notice of the extension will be posted on ProcurePoint and the eTendering site.

All terms and conditions, including reporting as part of the scheme, continue to apply for the extension period.

**Earlier termination during the Extension Term**

The Scheme Authority may at any time, for any reason, terminate the Furniture Scheme before the completion of the extension period. Suppliers on the Furniture Scheme will be provided with at least 30 days' notice of early termination in writing.

**Next steps**

No action is required for suppliers wishing to continue on the furniture scheme.

Suppliers not wishing to continue, and who would like to be removed from the Furniture Scheme, must email the contract manager, Mary Boustani, with their intentions at [mary.boustani2@det.nsw.edu.au](mailto:mary.boustani2@det.nsw.edu.au)

**Applications**

The Scheme Authority will continue to review all current and pending applications. Applications submitted after 30 November 2019 will be assessed during the next assessment period in February 2020.

New, and amendments to current, applications will be accepted and assessed until 30 June 2020. No applications will be accepted or assessed during the period of 1 July 2020 to 31 October 2020. Assessment periods will be set at the Scheme Authority's discretion.

If you have any queries, please contact Voulla Loulli [Voulla.loulli@det.nsw.edu.au](mailto:Voulla.loulli@det.nsw.edu.au) for Flexible Learning Furniture or Mary Boustani [mary.boustani2@det.nsw.edu.au](mailto:mary.boustani2@det.nsw.edu.au) for all other scheme categories.

