

SCHEDULE OF DOCUMENTS - Freedom of information request no. 4/2026

Document no.	Date	Size	Description	Decision on access	Relevant section (exemption / edit)
1	29 June 2026	6 pages	Procurement Minute	Partial	s 47(1)(b); s 47F
2	18 August 2026	7 pages	Expenditure Authorisation and Contract Approval	Partial	s 47(1)(b); s 47F
3	-	8 pages	Attachment A - RFQ	Partial	s 47F
4	-	1 page	Attachment C- AusTender Listing Request	Partial	s 47(1)(b); s 47F
5	6 February 2026	3 pages	Contact Form Submission submitted via IHACPA Website and Response	Partial	s 47F
6	10 February 2026	2 pages	Email titled <i>"RE: Predictive modelling approach for RAD level assessment"</i>	Full	-
7	25 August 2026	8 pages	Email titled <i>"RE: Predictive modelling approach for RAD level assessment"</i>	Full	-



D26-24159

Minute

Laura Harris
Executive Director – Aged Care Policy Branch
Independent Health and Aged Care Pricing Authority

Procurement Plan – Refundable Accommodation Deposit Methodological Improvement

Purpose

That you:

- R1. **APPROVE** proceeding with the Refundable Accommodation Deposit Methodological Improvement.
- R2. **APPROVE** the proposed selection process through the use of the MAS Panel Standing Offer by issuing an Open Tender.
- R3. **APPROVE** the Request for Quotation (RFQ) including specifications at **Attachment A**.
- R4. **APPROVE** the Evaluation Plan (QEP or Labour Hire Evaluation Form) **Attachment B**.
- R5. **APPROVE** In-Principle expenditure authorisation of up to s 47(1)(b)
Note that the total amount is inclusive of the Coordinated Procurement Fee. GST Incl. implies that GST has been applied where applicable.
 - s 47(1)(b)
 - | s 47(1)(b)
 - | s 47(1)(b)
- R6. **NOTE** the Request for AusTender Listing at **Attachment C**.
- R7. **NOTE/SIGN** the Tactical Risk Tool at **Attachment D**.

Background

Under section 290 of the *Aged Care Act 2024* (the Act), a registered provider of residential aged care may make an application to the Independent Health and Aged Care Pricing Authority (IHACPA) for approval to enter into accommodation agreements for more than the maximum accommodation payment amount as prescribed in the Aged Care Rules 2025.¹

Under section 290-25 of the Aged Care Rules 2025 (the Rules), IHACPA must consider the following in deciding whether to approve such an application:

- the proposed higher maximum accommodation payment amount;
- the location of the residential care home;

¹ As at April 2026, the maximum accommodation payment amount is \$758,627.

- the quality, condition, size and amenity of the room or the part of the room;
- whether the room has access to a shared bathroom or has a private ensuite;
- whether the room, or the part of the room, has any specific accommodation or design features;
- the number of individuals to whom ongoing funded aged care services may be delivered through the service group residential care in the room;
- the quality, condition, size and amenity of the common areas in the residential care home that would be accessible to those individuals;
- whether the residential care home has any specific accommodation or design features that would be accessible to those individuals.

Significant questions about the current process to assess RAD applications have been raised including;

- that they may not satisfy the necessary aspects of the legislation
- they are inefficient and is far more labour intensive than necessary

There is a statutory timeframe within which decisions must be made by the delegate.

	s 47(1)(b)
s 47(1)(b)	
	s 47(1)(b)
	s 47(1)(b)
	s 47(1)(b)

This project will have several milestones and deliverables including:

1. An assessment report of IHACPA's current RAD assessment methodology.
2. Design an accommodation price benchmarking process
3. Re-design the current RAD database, application form, and assessment methodology.
4. Implement the new methodology and train assessors in the new process.

This procurement complies with IHACPA's Accountable Authority Instructions.

As this procurement is over the relevant threshold, it also complies with the Commonwealth Procurement Rules.

Consultancy Justification

As the purpose of this project will be to provide advice or recommendations to IHACPA, the procurement is defined as a consultancy.

The requirement for a consultancy is justified on the basis that:

- the Agency has a need for specialised or professional skills and
- the Agency has a need for independent research or assessment.

Form of Engagement

Panel

The proposed method of engagement is via the MAS Panel SON3751667, the MAS Panel, was established under an open tender process and therefore falls under Division 1, Section 9.12 and 9.13 of the Commonwealth Procurement Rules (CPRs). Whilst the method of engagement is “procurement from existing arrangements”, the requirements of Divisions 1 – Value for Money of the CPRs have been applied.

The following service providers will be issued an RFQ:

- Scyne
- s 47(1)(b)
- s 47(1)(b)
- s 47(1)(b)
- s 47(1)(b)
- s 47(1)(b)

The statement of requirement is included in the RFQ at **Attachment A**.

Evaluation Process

The evaluation will be undertaken in accordance with the Evaluation Plan. The Evaluation Committee will undertake assessment of the responses to the RFQ in accordance with the Evaluation Plan, which is attached for your approval at **Attachment B**.

All requirements of the process are in accordance with Division 1 and Division 2 of the Commonwealth Procurement Rules.

Disclosure of Material Personal Interest

All IHACPA officials have a duty to disclose material personal interests under section 29 of the *Public Governance Performance and Accountability (PGPA) Act 2013*, in accordance with section 16 of the *Public Governance, Performance and Accountability Rule 2014* staff involved in this procurement are aware of the requirements of IHACPA's Disclosure of Material Personal Interests Policy and what constitutes material personal interest that must be disclosed. The staff and delegate verify that there are currently no identified conflict of interest issues to be addressed.

Value of Project

The estimated value of the project is s 47(1)(b) (GST inclusive). The initial contract value is s 47(1)(b)

IHACPA'S Monthly Forecast Report

This requirement was not identified as part of IHACPA's monthly forecast report due to reforms being required following an ad-hoc review by the Australian Government Solicitor.

Project tenure

The project tenure does not span more than one financial year.

Timeframe

The contract is expected to commence on 1 July 2026 and be completed by 24 December 2026.

Distribution of ATM/RFQ/RFT to potential supplier/s:	30 June 2026
Closing Date for Responses:	17 July 2026
Response Evaluation:	21 July 2026
Contract Start Date:	24 July 2026
Contract End Date:	24 December 2026
Extension Option:	An extension will be included in the contract of 12 months

Funds Availability and Financial Delegation

The estimated cost to IHACPA for this project will be up to s 47(1)(b)

s 47(1)(b)

s 47(1)(b)

s 47(1)(b)

s 47(1)(b)

s 47(1)(b)

Section 15 – Duty to govern the Commonwealth entity

Section 15 of the *PGPA Act 2013* requires that the accountable authority of a Commonwealth entity must govern the entity in a way that:

- promotes the proper use and management of public resources for which the authority is responsible; and
- promotes the achievement of the purposes of the entity; and
- promotes the financial sustainability of the entity.

The project satisfies Section 15 of the *PGPA Act 2013* on the basis that the MAS panel standing offer was utilised which is established under an open tender process and contains agreed rates to ensure value for money is achieved. This tender process will ensure that IHACPA is implementing a sustainable process for RAD assessment reducing the need for labour hire in the future.

IHACPA Third Party Usage of IHACPA Protected Data

The Consultant / Contractor will access IHACPA Protected Data in accordance with IHACPA's policy - Consultant Access to IHACPA Protected Data Rules.

Contract Manager

s 47F, A/g Director, Aged Care Policy (Accommodation) is the nominated Contract Manager.

Risk Management

As risk assessments are required for procurements, a Tactical Risk Tool has been prepared for this project (**Attachment D**) in compliance with the IHACPA's Risk Management Framework.

At each point of the deliverables being accepted, the identified risks will be re-assessed, the Terms and Conditions of the contract reviewed as required and this process documented. Any significant additional risks and mitigations identified will be advised to the authoriser before payment is agreed.

Probity Adviser

The role of the Probity Adviser in the Evaluation Process is to advise the Chair and if necessary, the CEO/Authorised Officer on the probity aspects of the procurement process and compliance with the processes set out in the Evaluation Plan.

The risk is assessed as low or medium and it is considered that a Probity Adviser is not required for this procurement.

AusTender Listing

To ensure the prospective respondents are able to assess whether they are interested in reviewing the tender pack it is importation that appropriate description and details are entered into AusTender. The Request for AusTender Listing for this procurement has been completed at **Attachment C**.

Prepared by

s 47F

s 47F

A/g Director
Aged Care Policy (Accommodations)
Independent Health and Aged Care Pricing Authority

s 47F

Finance Approval
Independent Health and Aged Care Pricing Authority

s 47(1)(b)

Attachments

A. RFQ	D26-24160
B. Evaluation Plan	D26-24161
C. Tactical Risk Tool	D26-24162

D. AusTender Listing

D26-24533

Recommendations Approval

R1. Project to proceed
 R2. Proposed selection process
 R3. Project specifications & RFQ
 R4. Evaluation Plan (QEP)
 R5. In-Principle expenditure
 R6. AusTender Listing
 R7. Tactical Risk Tool

APPROVED
 APPROVED
 APPROVED
 APPROVED
 APPROVED
 APPROVED
 SIGNED

APPROVED
 APPROVED / NOT APPROVED
 APPROVED / NOT APPROVED
 APPROVED / NOT APPROVED
 APPROVED / NOT APPROVED
 APPROVED / NOT APPROVED
 SIGN/PLEASE DISCUSS/NOTED

Laura Harris
 Digitally signed by Laura Harris
 Date: 2026.06.29 13:51:01 +10'00'

Laura Harris
 Executive Director – Aged Care Policy
 Independent Health and Aged Care Pricing Authority

Next Step: Issue RFQ



Minute

Laura Harris
Executive Director, Aged Care Policy
Independent Health and Aged Care Pricing Authority

Approval of the expenditure commitment and the contract between the Independent Health and Aged Care Pricing Authority and Scyne Advisory Pty Ltd

Purpose

That you:

- R1. APPROVE** the contract at Attachment **A** to be offered to Scyne Advisory Pty Ltd for the Refundable Accommodation Deposit Methodological Improvement project.
- R2. NOTE** Under the *Public Governance Performance and Accountability (PGPA) Act 2013* IHACPA is a prescribed corporate Commonwealth entity.
- R3. APPROVE** the expenditure of up to s 47(1)(b) under section 18 of the PGPA Rule.
 - Initial Contract Value \$658,235.00 (GST inclusive)
 - s 47(1)(b)
- R4. NOTE** the Evaluation Report at Reference **B**
- R5. NOTE** the Risk Assessment Template at Reference **C**.
- R6. APPROVE** Supplier Code of Conduct clause not being included in the contract.

Background

Under section 290 of the *Aged Care Act 2024* (the Act), a registered provider of residential aged care may make an application to the Independent Health and Aged Care Pricing Authority (IHACPA) for approval to enter into accommodation agreements for more than the maximum accommodation payment amount as prescribed in the Aged Care Rules 2025.¹

Under section 290-25 of the Aged Care Rules 2025 (the Rules), IHACPA must consider the following in deciding whether to approve such an application:

- the proposed higher maximum accommodation payment amount;
- the location of the residential care home;
- the quality, condition, size and amenity of the room or the part of the room;
- whether the room has access to a shared bathroom or has a private ensuite;
- whether the room, or the part of the room, has any specific accommodation or design features;
- the number of individuals to whom ongoing funded aged care services may be delivered through the service group residential care in the room;
- the quality, condition, size and amenity of the common areas in the residential care home that would be accessible to those individuals;
- whether the residential care home has any specific accommodation or design features that would be accessible to those individuals.

Significant questions about the current process to assess RAD applications have been raised including;

- that they may not satisfy the necessary aspects of the legislation
- they are inefficient and is far more labour intensive than necessary

There is a statutory timeframe within which decisions must be made by the delegate.

s 47(1)(b)

s 47(1)(b)

s 47(1)(b)

s 47(1)(b)

s 47(1)(b)

Your approval is sought for the expenditure of up to s 47(1)(b) for consultancy services to deliver the Refundable Accommodation Deposit Methodological Improvement project by Scyne Advisory Pty Ltd until 18 December 2026.

This approach is through an existing standing offer arrangement falls under Division 1, Section 9.12 and 9.13 of the Commonwealth Procurement Rules (CPRs). Whilst the method of engagement is “procurement from existing arrangements”, the requirements of Divisions 1 – Value for Money of the CPRs have been applied.

Value for Money

The evaluation report at Reference B identifies how value for money was assessed.

Consultancy Justification

As the purpose of this project will be to provide advice or recommendations to IHACPA, the procurement is defined as a consultancy.

The requirement for a consultancy is justified on the basis that:

- Need for specialised or professional skills;
- Need for independent research or assessment.

Was the preferred supplier engaged through the Management Advisory Services Panel?

Yes ☒

No ☐

The Contract

The contract is derived from the Work Order under the Terms of Standing Offer SON3751667. The contract has been developed (refer to Attachment A) based on the IHACPA's requirements and the preferred provider's proposal. Activities, timelines and performance information are clearly articulated in the Contract.

Have you used the latest version of the contract, work order, official order, or ICT template?

Yes ☒

No ☐

If no, why not?

Advising Unsuccessful Contractors

Unsuccessful contractors will be advised when a contract has been executed with the successful contractor.

IHACPA Third Party Usage of IHACPA Protected Data

The Contractor/Consultant will access IHACPA Protected Data in accordance with IHACPA Consultant Access to IHACPA Protected Data Rules.

Contractor Access to IT Systems and Other Assets.

All personnel accessing Commonwealth IT systems or other assets have provided or will provide prior to engagement;

- Their date and place of birth and citizenship status.
- An Australian Federal Police National Police Certificate, which no greater than 6 months old.

Performance Measures

Clear performance measures will be developed as part of the project plan and will be provided as part of the first deliverable. Progress will be monitored against these in line with the contract management plan.

Confidentiality Requirements

In accordance with the [Department of Finance's Guidance on Confidentiality in Procurement](#) the contractor/consultant identified in their tender response that the following information is to be kept confidential:

- the schedule of their rates as provided in the quote.

This has been included under 'Service Provider Confidential information' in the order for services.

Disclosure of Material Personal Interest

All IHACPA officials have a duty to disclose material personal interests under section 29 of the *PGPA Act 2013*, in accordance with section 16 of the *PGPA Rule 2014* staff involved in this procurement are aware of the requirements of IHACPA's Disclosure of Material Personal Interests Policy and what constitutes material personal interest that must be disclosed.

The following potential conflict of interest issues were raised:

- **s 47F** raised that he had previously procured services from the **s 47(1)(b)** personnel proposed in response to the RFQ.

This was not considered to be a material threat to the RFQ process. As Scyne Advisory Pty Ltd was selected, no further consideration of this will be necessary, as part of contract management arrangements.

Management of Terms and Conditions

The recommended levels of insurance are consistent with IHACPA's guideline on insurance. The designated contract manager will monitor compliance with all aspects of the contract.

Certificates of currency are requested in the letter of offer and the contract will not be executed until copies of the certificates have been received.

Supplier Code of Conduct Clause

Use of Whole of Australian Government Panel (MAS PANEL) notes that the Department of Finance has permitted the inclusion of this Clause on the next available Head of Agreement refresh.

Workplace Gender Equality Act 2012 (Cth)

Under Australian Government procurement the Tenderer is obliged to indicate whether or not it is covered by the Workplace Gender Equality Act 2012 (Cth) (the WGE Act). The Tenderer is covered by the WGE Act if it is a 'relevant employer', defined as being a non-public sector employer (including higher education institutions, trade unions and not-for-profit organisations) of 100 or more employees in Australia.

s 47(1)(b)

s 47(1)(b)

s 47(1)(b)

Legal Advice and Clearance

Legal advice and clearance was not required as there were no changes to the standard terms and conditions of the contract.

IHACPA'S Monthly Forecast Report

This requirement was identified in IHACPA's Monthly Finance Forecast Report with an estimated value of s 47(1)(b). This will be updated following the execution of the contract.

Funds Availability and Expenditure Authorisation

The cost to IHACPA for this project will be up to s 47(1)(b)

s 47(1)(b)

s 47(1)(b)

s 47(1)(b)

Panel Fee

s 47(1)(b)

s 47(1)(b)

s 47(1)(b)

Section 15 – Duty to govern the Commonwealth entity

Section 15 of the *PGPA Act 2013* requires that the accountable authority of a Commonwealth entity must govern the entity in a way that:

- a) promotes the proper use and management of public resources for which the authority is responsible; and
- b) promotes the achievement of the purposes of the entity; and
- c) promotes the financial sustainability of the entity.

The project satisfies Section 15 of the *PGPA Act* 2013 on the basis that the MAS panel standing offer was utilised which is established under an open tender process and contains agreed rates to ensure value for money is achieved. This tender process has ensured that IHACPA will implementing a sustainable process for RAD assessment, reducing the need for labour hire in the future.

Project tenure

The project tenure does not span more than one financial year.

Timeframe

The project will commence on execution and be completed by 18 December 2026.

Contract Manager

s 47F, Director, Aged Care Policy is the nominated Contract Manager.

Process for Assessment of Deliverables

All deliverables will be assessed in accordance with the contract requirements. This analysis will be attached to the invoice and forwarded to the approving officer for agreement to pay.

Risk Management

The risk assessment plan, developed as part of the Procurement Plan, has been reviewed and there are no significant additional risks at this stage (Refer Attachment B)

At each point of the deliverables being accepted, the identified risks will be re-assessed, the Terms and Conditions of the contract reviewed as required and this process documented. Any significant additional risks and mitigations identified will be advised to the authoriser before payment is agreed.

External Reporting Requirements

As the contract is over \$400,000 (GST inclusive) it will be reported on AusTender within 42 days of entering into the contract in line with the Commonwealth Procurement Rules.

Documentation

All relevant documentation leading up to the contract has been filed in accordance with Information Management and Record Keeping requirements on Content Manager file number [E26-3091](#).

Project Completion

On completion of the contract a confirmation letter that the contractor has completed any outstanding requirements under the contract, such as the return all IHACPA Protected Data will be issued. Once all contractual requirements are satisfied the Delegate will be advised.

Post Project Evaluation

As required by the IHACPA's procedural framework, an assessment of project performance will be undertaken once the project is complete. The Contract Evaluation Form will be completed by the contract Manager and filed at [E26-3091](#).

s 47F

s 47F

Director

Aged Care Policy

Independent Health and Aged Care Pricing Authority

s 47F

Finance Approval

Independent Health and Aged Care Pricing Authority

s 47(1)(b)

References

Reference	Reference Document	Content Manager References
A	Project Brief	D26-24159
B	Evaluation Report	D26-32450
C	Risk Management Plan	D26-24162

Attachments

A. Work Order

[D26-32571](#)

B. Letter of Offer

[D26-31063](#)

Recommendations Approval

- | | |
|---|----------|
| 1. Work Order | Approved |
| 2. IHACPA is a prescribed corporate Commonwealth entity | APPROVED |
| 3. Expenditure authorisation | APPROVED |
| 4. Risk Assessment Template | APPROVED |
| 5. Evaluation Report | APPROVED |
| 6. Not including the Supplier Code of Conduct clause | APPROVED |

Laura Harris

Digitally signed by Laura
Harris
Date: 2026.08.18
11:27:39 +10'00'

Laura Harris
Executive Director, Aged Care Policy
Independent Health and Aged Care Pricing Authority

I declare I do not have any conflict of Interest in relation to this procurement.

Next Step: Issue contract to contractor

Document released under the Freedom of Information Act 1982 (Cth)
by the Independent Health and Aged Care Pricing Authority

Schedule 5 – Request for Quotation

Note to Service Provider:

This Schedule 5 provides a Request for Quotation (RFQ) template that includes the typical information that an Agency will provide to the Service Provider to request a quotation for the provision of Management Advisory Service to an Agency, as detailed in clause 11.2 of the Head Agreement. It is intended that the RFQ will be provided as a smart form. The intent of this template and any smart form is to achieve a high level of standardisation and consistency in Agency RFQs to provide efficiencies to Agencies and Service Providers, however, it will not be mandatory that Agencies use this RFQ Template or any resulting smart form to request quotes from Service Providers.

Note to Entity

All Entities must:

- Approach at least one SME to quote for procurements with an estimated value of \$125,000 (including GST) and above.

SMEs can be identified through the search tool or supplier matrix via the Management Advisory Services Panel website. Refer to the panel user guide for more information on these requirements.

1. Introduction

- 1.1. This RFQ is issued under clause 11.2 of the Head Agreement between the Service Provider and the Department of Finance.

<u>Request For Quotation for Services</u>	
Agency Information	
Agency	Independent Health and Aged Care Pricing Authority
Agency File Reference	D26-24160
RFQ Reference	IHACPA/2025-26/E26-3091
Agency Representative	s47F A/g Director s47F
RFQ and Proposed Order Details	
<u>Request For Quotation for Services</u>	
RFQ Release Date	5 June 2026
RFQ Closing Date	22 June 2026

Proposed Order Commencement Date	1 July 2026
Proposed Order Term and/or Completion Date	24 December 2026
Options to extend	The Agency may extend the Contract for 12 months by providing written notice to the Service Provider prior to the Order Completion Date.
Milestones	TBD
Statement of Work	
Service Area	Commercial
Service Category	Government
Service Sub-category	Policy development and analysis
Detailed Statement of Work	Under section 290 of the Aged Care Act 2024 (The Act), a registered provider of residential aged care may make an application to the Independent Health and Aged Care Pricing Authority (IHACPA) for approval to enter into accommodation agreements for more than the maximum accommodation payment amount as prescribed in the Aged Care Rules 2025. Under section 290-25 of the Aged Care Rules 2025 (The Rules), IHACPA must consider the following in deciding whether to approve such an application: ○ the proposed higher maximum accommodation payment amount; ○ the location of the residential care home; ○ the quality, condition, size and amenity of the room or the part of the room; ○ whether the room has access to a shared bathroom or has a private ensuite; ○ whether the room, or the part of the room, has any specific accommodation or design features; ○ the number of individuals to whom ongoing funded aged care services may be delivered through the service group residential care in the room; ○ the quality, condition, size and amenity of the common areas in the residential care home that would be accessible to those individuals; ○ whether the residential care home has any specific accommodation or design features that would be accessible to those individuals. This project requires: 1. A review of the current RAD assessment process and provide a report to recommend how to redesign the assessment process. The review must include all steps between IHACPA receiving a RAD application (including the efficacy of the RAD application form) to the delegate making a final determination. The review will also consider the current analytical tools

	used to make a recommendation to the delegate including the purpose-built database tool currently utilised. 2. A purpose built and robust benchmarking and analytical tool is required to ensure recommendations to the delegate are sound, consistent, and fact-based. This benchmarking tool should utilise a range of data sources (including but not limited to the Aged Care Financial Report, the Survey of Aged Care Homes, previous RAD application data, and median house price data). The tool must consider and include all sections in s290-25 of the Rules and previous RAD approvals. The tool should be simple to use, agile, and built on a stable and future proof platform. 3. A technical report that includes but is not limited to how each report from the benchmarking tool is created, how each element of the Rules is incorporated, and how to update and maintain the tool over time. 4. An updated RAD assessment process will be designed and implemented based off the findings of the review and in consultation with IHACPA. The new design should consider all elements of a RAD application from the initial application form to the assessment using the benchmarking tool and communicating the recommendations to the delegate. A number of standard operating procedures and training documents should be produced as part of this updated RAD assessment process. The proposal must not exceed 15 pages (not including CVs). Providers can detail two potential options: The first at a budget of s 47(1)(b) including all deliverables and an optional second option with additional inclusions above the required deliverables.
Deliverables	1. Current assessment evaluation report 2. Benchmarking analytical tool 3. Benchmarking tool technical report 4. Implementation report 5. Training workshop and materials
Subcontractors	The Service Provider may not nominate subcontractors to provide some or all of the Services.
Location	Eora Nation, Level 12, 1 Oxford Street, Darlinghurst NSW 2010
Fees	Fixed fee
Payment Terms	20 calendar days

<u>Request For Quotation for Services</u>	
Travel	At IHACPA's discretion a labour hire worker may be required to travel. Pre-approval for travel related expenses must be obtained from the relevant IHACPA Authorised Officer
Agency Material	Not Applicable
Existing Material	Not Applicable
Contract Material	1. Current assessment evaluation report 2. Benchmarking analytical tool 3. Benchmarking tool technical report 4. Implementation report 5. Training workshop(s) and materials
Confidential Information	N/A
<i>Key Personnel Requirements</i>	
Required Qualifications and Experience	Desirable experience - Residential Aged Care Policy - Economic and or financial modelling
Other Requirements for Key Personnel	Proposed Personnel performing the Services may be required to sign a deed and acknowledgements relating to confidentiality, security, moral rights, intellectual property and other relevant matters as required by the Agency. Any Contract will be conditional on this occurring
<i>Additional Requirements</i>	
Agency Data Storage Requirements	Not applicable
Agency Security Requirements	Not applicable
Security Clearance Requirements	Not applicable
Liability	As per Head of Agreement Clause 10

Agency Insurance Requirements	As per Head of Agreement Clause 19
<u>Request For Quotation for Services</u>	
Agency Service Levels	Not applicable
Conditions/Restrictions for Personal Information	Not applicable
Use of AI Systems	The Service Provider must provide information in its RFQ response about its proposed use of AI Systems in the delivery of the Services. Information provided by the Service Provider may form part of the Order. The Agency may include additional requirements in the Order regarding the Service Provider's use of AI Systems (consistent with the Artificial Intelligence model clauses in the Australian Government's Digital Sourcing ClauseBank from time to time). "AI System" means the machine-based system that, for explicit or implicit objectives, infers, from the input it receives, how to generate outputs such as predictions, content, recommendations, or decisions that can influence physical or virtual environments. Different AI Systems vary in their levels of autonomy and adaptiveness after deployment.
Other Additional Requirements	Not applicable
<i>Commonwealth Policy Requirements</i>	
Shadow Economy Policy	Not applicable

Indigenous Procurement Policy	Not applicable
<u>Request For Quotation for Services</u>	
Australian Industry Participation Plan	Not applicable
Evaluation Criteria	
Responses to this RFQ will be evaluated against the following criteria: • The Service Provider's demonstrated understanding of the Services required, including the identification of any key challenges and the management of risk (50% weight). • The Service Provider's demonstrated capability and capacity to provide the services described in the Detailed Statement of Work to a very high standard and within the specified timeframes (20% weight). • The Service Provider's demonstrated organisational experience in providing the similar services to the services described in the Detailed Statement of Work (20% weight). • The relevant experience of nominated Key Personnel in providing the similar services to the services described in the Detailed Statement of Work [include any relevant qualifications, certifications, etc. required] (10% weight). • The extent to which the level and structure of fees proposed provides value for money for the Australian Government.	
Responding to this RFQ	

The Service Provider is required to complete the following information:

[Service Provider's Representative]

[Service Provider's Name]

[Service Provider's Address]

[Service Provider's ABN]

[Service Provider's email address]

In responding to this RFQ, the Service Provider should:

- describe its understanding of the Services required, including the identification of any key challenges and the management of risk
- detail its capability and capacity to provide the services described in the Detailed Statement of Work to a very high standard and within the specified timeframes
- detail its organisational experience in providing the similar services to the services described in the Detailed Statement of Work
- detail the relevant experience of nominated Key Personnel in providing the similar services to the services described in the Detailed Statement of Work including any qualifications, certifications, affiliations that the nominated Key Personnel have

Request For Quotation for Services

- Describe the professional and other standards that your organisation would apply to the Services and the measures your organisation proposes to ensure that standards are maintained for the term of the Contract.

The Service Provider is also required to:

- identify any subcontractors nominated to provide the services and their role in the delivery of the services
- disclose any conflicts of interest it would have with the delivery of the Services
- include any information in its response that it requests to remain confidential.

Service Provider Confidential	Period of information Confidentiality

The Service Provider is also required to:

- confirm whether any AI Systems will or will not be used in connection with delivery of the Services
- if one or more AI Systems will be used in connection with delivery of the Services, provide the following information in respect of the Service Provider's use of AI Systems:

Category	Information to be provided
AI Systems	The names of the AI Systems that will be used (e.g. ChatGPT, Copilot)
Purpose and application	Describe how each AI System will be used to support the delivery of Services (e.g. drafting support, data analysis)
Extent of use	Outline the scale of involvement of AI Systems in delivering the Services (e.g. limited support, automation of analysis)
Data handling	Identify if and what Commonwealth data or information would be input, processed or stored in the AI System, including the data location and security controls.
Governance and oversight	Outline the measures in place to ensure the safe and responsible use of AI Systems in delivery of the Services.

Document released under the Freedom of Information Act 1982 (Cth)
by the Independent Health and Aged Care Pricing Authority

Request for AusTender Listing

Approach to Market (ATM) ID	IHACPA/2025-26/E26-3091						
Title/Purpose* Note: Field limit of 120 characters including spaces.	Refundable Accommodation Deposit Methodological Improvement						
Description*	This project will: - Assess the current RAD assessment process - Develop and deliver a robust analytical assessment tool and updated RAD assessment process - Delivery of a technical report - Develop standard operating procedures and training materials based on the updated process						
Other Instructions	The proposal must not exceed 15 pages (not including CVs).						
Panel Arrangement*	MAS Panel						
Approach to Market Dates* Note: The default process close time is 2:00pm NSW Local Time, Monday to Friday (excluding NSW and national public holidays). For variations, please contact Procurement@ihacpa.gov.au	ATM Release Date: 30 June 2026 ATM Closing Date: 17 July 2026 2pm NSW Local Time						
Conditions for Participation*	Not Applicable						
List of Suppliers	• Scyne s 47(1)(b) s 47(1)(b) s 47(1)(b) s 47(1)(b) s 47(1)(b)						
Documents to be Attached	Not application						
Locations(s): Note: The location is where the work is to be undertaken. You may select multiple locations, if required.	State(s)*				Capital City (Optional)		
	☒ All				☐ All		
	☐ ACT	☐ NSW	☐ NT	☐ QLD	☐ Adelaide	☐ Canberra	☐ Darwin
	☐ TAS	☐ VIC	☐ WA	☐ SA	☐ Brisbane	☐ Hobart	☐ Perth
					☐ Melbourne	☐ Sydney	
Contact Officer Details to be published on AusTender							
Name:	s 47F						
Email Address:	s47F@ihacpa.gov.au						

From: s47F
To: safdar
Cc: IHACPA Accommodation Applications
Subject: IHACPA response: Contact Form Submission | IHACPA Website [SEC=OFFICIAL]
Date: Thursday, 6 February 2025 11:37:00 AM
Attachments: image001.png

Hello Safdar

Thank you for your enquiry.

IHACPA uses the [Management Advisory Services \(MAS\) Panel](#) for consultancy requirements. To balance effectiveness and efficiency, IHACPA issues a limited RFQ that is commiserate with the scale and value of each procurement.

If you are interested to be included in our RFQ process, can you kindly forward a brief company profile? Based on this information, we will consider including your organisation in future requirements and will reach out if we have questions.

Kind regards

s 47F

s 47F

Director, Aged Care Policy (Accommodation)
Independent Health and Aged Care Pricing Authority

T s 47F s 47F @ihacpa.gov.au W ihacpa.gov.au
Eora Nation, Level 12, 1 Oxford Street, Sydney NSW 2000
PO Box 483, Darlinghurst, NSW 1300



I respect and acknowledge the Traditional Owners of the many countries throughout Australia and recognise their continuing connection to land, sky, waters and culture. I pay my respect to Elders today and those who walk in spirit.

From: ihacpa.noreply@govcms.gov.au <ihacpa.noreply@govcms.gov.au>
Sent: Thursday, 30 January 2025 11:32 AM
To: enquiries ihacpa <enquiries.ihacpa@ihacpa.gov.au>
Subject: Contact Form Submission | IHACPA Website

REMINDER: Think before you click! This email originated from outside our organisation. Only click links or open attachments if you recognise the sender and know the content is safe.

Submitted on Thu, 2025-01-30 10:32

Submitted by: Anonymous

Submitted values are:

Enquiry area

Aged care pricing

Topic

Pricing

Name

Safdar Ali

Email

safdar@ageingequation.com.au

Phone

[+61421525139](tel:+61421525139)

Organisation

The Ageing Equation

City

4032

State

QLD

Country

Australia

Message

Hi, my name is Safdar Ali and I am part of the aged care industry. I have been working with many aged care providers on optimal RAD determination. I have some insights on optimal RAD determination which I would like to share with Laura Harris Executive Director, Aged Care Policy.

Can you please assist me in getting touch with her for me to share my insights?

Look forwarding to hearing from you.

Regards,
Safdar

Document released under the Freedom of Information Act 1982 (Cth)
by the Independent Health and Aged Care Pricing Authority

From: [IHACPA Accommodation Applications](#)
To: [safdar](#); [IHACPA Accommodation Applications](#)
Cc: [enquiries ihacpa](#)
Subject: RE: Predictive modelling approach for RAD level assessment [SEC=OFFICIAL]
Date: Tuesday, 10 February 2026 9:48:05 AM
Attachments: [image001.png](#)

OFFICIAL

Hello Safdar

Thank you for your enquiry.

IHACPA uses the [Management Advisory Services \(MAS\) Panel](#) for consultancy requirements. To balance effectiveness and efficiency, IHACPA issues a limited RFQ that is commiserate with the scale and value of each procurement.

If you are interested to be included in a future RFQ process, can you kindly forward a brief company profile? Based on this information, we will consider including your organisation in future requirements and will reach out if we have questions.

Please note that at this point we do not have a need for external engagement regarding RAD assessments.

IHACPA Aged Care Policy - Accommodation

Independent Health and Aged Care Pricing Authority

T (02) 8215 1100 (option 2) E applications.accommodation@ihacpa.gov.au W ihacpa.gov.au

PO Box 483, Darlinghurst, NSW 1300



I respect and acknowledge the Traditional Owners of the many countries throughout Australia and recognise their continuing connection to land, sky, waters and culture. I pay my respect to Elders today and those who walk in spirit.

OFFICIAL

From: Safdar Ali

Sent: Friday, 6 February 2026 12:42 PM

To: IHACPA Accommodation Applications

Subject: Predictive modelling approach for RAD level assessment

REMINDER : Think before you click! This email originated from outside our organisation and has been identified as possibly spoofed. Only click links or open attachments in this email if you are expecting to receive it and know the content is safe.

REMINDER: Think before you click! This email originated from outside our organisation. Only click links or open attachments if you recognise the sender and know the content is safe.

Hi Laura,

I hope you are well.

I did not have the opportunity to meet you in person at the IHACPA conference last year, as

I was unable to attend in person.

We have developed a tool based on machine learning time-series methodology to predict optimal Refundable Accommodation Deposit (RAD) levels. I have been refining and validating these models over the past four years, in collaboration with several of Australia's largest aged care providers.

During the process of fine-tuning the model and ensuring appropriate protection of intellectual property, we developed a unique and novel machine learning methodology. This methodology can be applied to both regression (numeric) prediction and classification-based prediction problems. Following this discovery, we filed patent applications in Australia and the United States to protect the methodology.

The model, named '**RAD-Equation**', generates predictions that I believe could be of value to IHACPA when assessing applications.

I am also applying the same underlying methodology to the prediction of optimal pricing for home care services.

I would greatly appreciate the opportunity to explain this work in more detail at your convenience. I look forward to hearing from you.

Kind regards,
Safdar

0421 525 139

Safdar@ageingequation.com.au



From: [IHACPA Accommodation Applications](#)
To: [safdar](#); [IHACPA Accommodation Applications](#)
Cc: [enquiries ihacpa](#)
Subject: RE: Predictive modelling approach for RAD level assessment [SEC=OFFICIAL]
Date: Tuesday, 25 August 2026 1:53:00 PM
Attachments: [image001.png](#)

Dear Mr Ali,

We appreciate your interest in IHACPA's work. At present, IHACPA does not have an open procurement opportunity related to Refundable Accommodation Deposits, nor do we have any current requirement for consultancy services of this nature. Accordingly, we are not in a position to meet with prospective providers regarding these services at this time.

As previously advised, IHACPA is a signatory to the Management Advisory Services (MAS) Panel. As a signatory to this Panel, IHACPA is required to seek requests for quote from Panel Service Providers when consultancy services are required.

Should IHACPA require consultancy services of this nature in the future, any procurement would be undertaken in accordance with Commonwealth procurement requirements and relevant procurement processes, including sourcing through the MAS Panel where applicable.

Should you wish to be considered for any future consultancy work required by IHACPA, we recommend you consider participating in the MAS Panel. Please note, however, that participation in the Panel does not bind IHACPA to approach a provider to quote for future consultancy work.

Kind regards,

IHACPA Aged Care Accommodation section

Independent Health and Aged Care Pricing Authority

T (02) 8215 1100 E applications.accommodation@ihacpa.gov.au W ihacpa.gov.au
Eora Nation
PO Box 483, Darlinghurst, NSW 1300

From: Safdar Ali <safdar@ageingequation.com.au>
Sent: Monday, 24 August 2026 12:56 PM
To: IHACPA Accommodation Applications <applications.accommodation@ihacpa.gov.au>
Cc: enquiries ihacpa <enquiries.ihacpa@ihacpa.gov.au>
Subject: Re: Predictive modelling approach for RAD level assessment [SEC=OFFICIAL]

OFFICIAL

REMINDER: Think before you click! This email originated from outside our organisation. Only click links or open attachments if you recognise the sender and know the content is safe.

Dear IHACPA Aged Care Policy – Accommodation team,

Thank you for your response of 20 August and for clarifying how the Refundable Accommodation Deposit Methodological Improvement Project was procured.

We understand the position and are not seeking to revisit that process.

We are writing instead with a practical offer. The Ageing Equation has spent several years building and validating RAD prediction capability across the national residential aged care market, and that work now exists whether or not we were part of the procurement. Rather than have it sit apart from IHACPA's program, we would welcome the opportunity to present it to your team in a short session (thirty minutes or so) at a time that suits you.

We see two ways this could be useful to the project:

- **The groundwork is already done.** Our datasets, feature research, and validated modelling could serve as a benchmark, validation reference, or background input for the project, which may reduce its cost and delivery time. If it would help, we would also be open to discussing an arrangement with the provider you engage to deliver it.
- **The work is live, not static.** As the project progresses, we can provide further iterations and supporting information, which may be useful for background analysis or research alongside the commissioned deliverables.

Beyond the current project, we remain interested in being considered for future requirements through whatever route is available, and we are happy to provide a company profile or any further material that would assist.

Would a brief meeting in the coming weeks be possible? We are flexible on format and timing. We appreciate that if the procurement is still in progress, you may prefer to schedule this once it concludes; we are happy to work around that.

I look forward to hearing from you.

Kind regards,

Safdar



OFFICIAL

On Thu, Aug 20, 2026 at 1:25 PM IHACPA Accommodation Applications
<applications.accommodation@ihacpa.gov.au> wrote:

OFFICIAL

Dear Mr Ali

I refer to your email below in which you seek information regarding IHACPA's request for quotes to undertake consultancy work on the IHACPA Refundable Accommodation Deposit Methodological Improvement Project.

Please note, as advised in IHACPA's email 10 February 2026, we are signatories to the [Management Advisory Services \(MAS\) Panel](#). The MAS Panel has been established to improve the quality, consistency and efficiency of the procurement of Management Advisory Services by Commonwealth entities such as IHACPA. As a signatory to this Panel IHACPA is required to seek requests for quote from Panel Service Providers when it requires consultancy services.

In this instance IHACPA followed MAS Panel processes and identified providers with suitable skills to undertake the consultancy work it required. The Ageing Equation was not considered for this procurement because they are not Panel Service Providers.

Should you wish to be considered for any future consultancy work required by IHACPA, we recommend you consider participating in the MAS Panel. Please note however, your participation in this panel will not bind IHACPA to approach you to quote for any future consultancy work.

IHACPA Aged Care Policy - Accommodation

Independent Health and Aged Care Pricing Authority

T (02) 8215 1100 (option 2) E applications.accommodation@ihacpa.gov.au

W ihacpa.gov.au

PO Box 483, Darlinghurst, NSW 1300



I respect and acknowledge the Traditional Owners of the many countries throughout Australia and recognise their

continuing connection to land, sky, waters and culture. I pay my respect to Elders today and those who walk in spirit.

OFFICIAL

From: Safdar Ali <safdar@ageingequation.com.au>

Sent: Friday, 24 July 2026 12:17 PM

To: IHACPA Accommodation Applications

<applications.accommodation@ihacpa.gov.au>

Cc: enquiries ihacpa <enquiries.ihacpa@ihacpa.gov.au>

Subject: Re: Predictive modelling approach for RAD level assessment [SEC=OFFICIAL]

OFFICIAL

REMINDER: Think before you click! This email originated from outside our organisation. Only click links or open attachments if you recognise the sender and know the content is safe.

Dear IHACPA Aged Care Policy – Accommodation team,

Thank you for your reply of 10 February 2026, in which you advised that IHACPA uses the MAS Panel for consultancy, issues limited RFQs "commensurate with the scale and value of each procurement," invited us to forward a company profile for consideration in future RFQs, and noted that "at this point we do not have a need for external engagement regarding RAD assessments."

I'm writing on behalf of The Ageing Equation Pty Ltd (developer of RAD-Equation), because we have since understood that IHACPA has run a procurement relating to accommodation / RAD pricing methodology, and that the process closed recently. We have been unable to locate any published record of it. Given your February advice that there was no need for external engagement in this area — and your invitation for us to register our interest for precisely this kind of work — we would be grateful for your clarification:

- Has IHACPA recently sought external support relating to RAD or accommodation pricing methodology?
- If so, how were suppliers identified and invited, and how does that sit with the invitation to submit a company profile "for consideration in future requirements"?
- What is the pathway for an organisation such as ours to be considered — and, given the MAS Panel arrangement, whether registering a profile with IHACPA is in fact a route to consideration at all?

I raise this directly because The Ageing Equation is not an unknown quantity to IHACPA. We presented at IHACPA's August 2025 conference , and we approached you specifically offering capability in this area. We have modelled RAD pricing and revenue scenarios across the residential aged-care sector, aligned to the current accommodation pricing reforms, and we hold a filed Australian standard patent application — AU 2024266941, priority date December 2023 — covering the underlying prediction methodology. To our knowledge this is the first RAD-based prediction model of its kind offered to IHACPA.

I mention this not to assert any exclusive right over IHACPA's work, but for a practical reason that cuts both ways: if the requirement concerns RAD or accommodation-price prediction, there is real value — and real avoidance of duplicated cost — in drawing on a protected, already-developed Australian capability rather than commissioning it from scratch. We would genuinely rather be part of the solution, and we believe the outcome would be a better and more efficient one for IHACPA, for the sector, and for us.

I want to be candid: depending on your response, we will consider how best to address the matter. For now, we would simply appreciate your clarification on the questions above.

I look forward to hearing from you.

Kind regards,

Safdar Ali

The Ageing Equation Pty Ltd



OFFICIAL

On Tue, Feb 10, 2026 at 8:48 AM IHACPA Accommodation Applications

<applications.accommodation@ihacpa.gov.au> wrote:

OFFICIAL

Hello Safdar

Thank you for your enquiry.

IHACPA uses the [Management Advisory Services \(MAS\) Panel](#) for consultancy requirements. To balance effectiveness and efficiency, IHACPA issues a limited RFQ that is commiserate with the scale and value of each procurement.

If you are interested to be included in a future RFQ process, can you kindly forward a brief company profile? Based on this information, we will consider including your organisation in future requirements and will reach out if we have questions.

Please note that at this point we do not have a need for external engagement regarding RAD assessments.

IHACPA Aged Care Policy - Accommodation

Independent Health and Aged Care Pricing Authority

T (02) 8215 1100 (option 2) **E** applications.accommodation@ihacpa.gov.au

W ihacpa.gov.au

PO Box 483, Darlinghurst, NSW 1300



I respect and acknowledge the Traditional Owners of the many countries throughout Australia and recognise their continuing connection to land, sky, waters and culture. I pay my respect to Elders today and those who walk in spirit.

OFFICIAL

From: Safdar Ali <safdar@ageingequation.com.au>

Sent: Friday, 6 February 2026 12:42 PM

To: IHACPA Accommodation Applications

<applications.accommodation@ihacpa.gov.au>

Subject: Predictive modelling approach for RAD level assessment

REMINDER : Think before you click! This email originated from outside our organisation and has been identified as possibly spoofed. Only click links or open attachments in this email if you are expecting to receive it and know the content is safe.

REMINDER: Think before you click! This email originated from outside our

organisation. Only click links or open attachments if you recognise the sender and know the content is safe.

Hi Laura,

I hope you are well.

I did not have the opportunity to meet you in person at the IHACPA conference last year, as I was unable to attend in person.

We have developed a tool based on machine learning time-series methodology to predict optimal Refundable Accommodation Deposit (RAD) levels. I have been refining and validating these models over the past four years, in collaboration with several of Australia's largest aged care providers.

During the process of fine-tuning the model and ensuring appropriate protection of intellectual property, we developed a unique and novel machine learning methodology. This methodology can be applied to both regression (numeric) prediction and classification-based prediction problems. Following this discovery, we filed patent applications in Australia and the United States to protect the methodology.

The model, named '**RAD-Equation**', generates predictions that I believe could be of value to IHACPA when assessing applications.

I am also applying the same underlying methodology to the prediction of optimal pricing for home care services.

I would greatly appreciate the opportunity to explain this work in more detail at your convenience. I look forward to hearing from you.

Kind regards,
Safdar

0421 525 139

Safdar@ageingequation.com.au



"Important: This transmission is intended only for the use of the addressee and may contain confidential or legally privileged information. If you are not the intended recipient, you are notified that any use or dissemination of this communication is strictly prohibited. If you receive this transmission in error please notify the author immediately and delete all copies of this transmission."

"Important: This transmission is intended only for the use of the addressee and may contain confidential or legally privileged information. If you are not the intended recipient, you are notified that any use or dissemination of this communication is strictly prohibited. If you receive this transmission in error please notify the author immediately and delete all copies of this transmission."

Document released under the Freedom of Information Act 1982 (Cth)
by the Independent Health and Aged Care Pricing Authority