



**Australian Government**

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**Australian Transaction Reports  
and Analysis Centre**

# **Multi-use list for information and communication technology (ICT) services**

## **Part B: Application form**

All sections of the application form must be completed as well as a schedule for each service type your organisation seeks to provide under the MUL arrangement.

## Company details

Item	Details
Organisation name/trading name:	
Australian Business Number (ABN):	
Postal address:	
Street address:	
Small to medium enterprise (SME)? Indicate here whether the applicant is an Australian or New Zealand firm with fewer than 200 full time equivalent employees.	
Any related companies within the meaning of Section 50 of the <i>Corporations Act 2001</i> (Cth)?	

## Primary contact details

Item	Details
Name:	
Position:	
Phone:	
Facsimile:	
Email:	
Postal address:	

# Other details

**In the last five years, have you or any of the directors of the company (if applicable):**

Criteria	Yes	No
been declared bankrupt or had bankruptcy proceedings brought against you/them?	<input type="checkbox"/>	<input type="checkbox"/>
been a director of any business that has failed, e.g. gone into liquidation, voluntary administration or receivership?	<input type="checkbox"/>	<input type="checkbox"/>
been convicted of an offence against a Commonwealth, State or Territory law resulting in a custodial sentence?	<input type="checkbox"/>	<input type="checkbox"/>
been convicted of an offence against a Commonwealth, State or Territory law involving dishonesty?	<input type="checkbox"/>	<input type="checkbox"/>
failed to perform any substantive requirement or obligation under any prior grant funding agreement or contract with the Australian government?	<input type="checkbox"/>	<input type="checkbox"/>
been a director of an organisation or a business that has failed to perform any substantive requirement or obligation under any prior grant funding agreement or contract with the Australian government?	<input type="checkbox"/>	<input type="checkbox"/>

<b>If you answered yes to any of the above please provide details</b>

## Financial viability

Briefly describe your organisation’s corporate history. If your organisation has been involved in significant litigation, real or possible organisational change or disruption (past, present or pending), or any other activity which may be of interest to AUSTRAC, please provide details.

<b>Details</b>

## Core business activity

Provide a statement that outlines the core business activity of your organisation. You should highlight your organisation's specialised skills and previous experience in providing services similar to those required under this MUL. You should list the geographic locations in which your organisation can provide the services.

Details

## Capacity to provide services

Please indicate the services your organisation wishes to provide to AUSTRAC under the MUL arrangement. Note that for **each** service type you select you will need to complete a **separate** schedule in the template format of the schedule to this Part B, describing your organisation's expertise and specialist ability in that specific service area. The schedule(s) are to be attached to your application. The full description of the services required for each service type can found at **Part A: Attachment A**.

Service type	Indicate yes/no
Help Desk Analysts	
Desktop Support Analysts	
Senior Desktop Support Analysts	
Desktop Support Team Leader	
Manager, IT Service Desk and Support	
Windows Systems Engineer	
Senior Windows Systems Engineer	
Team Leader, Windows Systems	
Windows Systems Architect	
Manager, Windows Systems	
Communications and Security Engineer	
Senior Communications and Security Engineer	
Team Leader, Communications and Security	
Manager, Communications and Security	
UNIX Administrator	
Senior UNIX Administrator	
UNIX and Security Administrator	
Senior UNIX and Security Administrator	
UNIX and Security Architect	

Multi-use list for information and communication technology (ICT) services

Service type	Indicate yes/no
Team Leader, UNIX and Security	
Manager, UNIX and Security	
Database Administrator	
Senior Database Administrator	
Team Leader, Database Administration	
Manager, Database Administration	
Online and Web Analyst	
Senior Online and Web Analyst	
Manager, IT Operations	
Senior Manager, IT Operations	
Director, IT Operations	
IT Administrator	
IT Security Advisor	
Director, IT Security	
Test Analyst	
Senior Test Analyst	
Manager, Testing and Quality Assurance	
Senior Manager, Testing and Quality Assurance	
Director, Testing and Quality Assurance	
Business Analyst	
Senior Business Analyst	
Project Manager	
Senior Project Manager	
IT Data Architect	
IT Systems Architect	
Enterprise Architect	
Director, IT Architecture	
Documentation Analyst	
Development Database Administrator	
Release Manager	
Analyst Programmer	

Multi-use list for information and communication technology (ICT) services

Service type	Indicate yes/no
Senior Analyst Programmer	
Team Leader, IT Systems	
Manager, IT Systems	
Senior Manager, IT Systems	
Director, IT Systems	
Chief Information Officer	

### Conflict of interest

Applicants must declare any real or perceived conflicts of interest that exist or may exist in the provision of these services.

Details

### Statement of non-compliance

If applicants are non-compliant with any requirement of Part A of the MUL they must state their non-compliances in accordance with the statement of non-compliance format table below. Failure to list all non-compliances will render an applicant ineligible for the MUL.

Item	Reference (e.g. clause 3.26)	Comments (note 1)
Introduction		
Attachment A: Statement of requirements		
Attachment B: MUL Rules		

#### Note 1:

If the applicant does not comply with a particular requirement, the applicant is to state the extent, justification, and impact of non-compliance and details of any alternative clause.

## Declaration by applicant

### Conflict of interest

The applicant represents, after having made all reasonable enquiries that it either does not have any actual or potential conflicts of interest in respect of the MUL, its application or the provision of the services or it has declared all such actual or potential conflicts as part of Part B: Application Form.

The applicant undertakes to advise AUSTRAC in writing of all actual or potential conflicts of interest in respect of the MUL, its application or the provision of the services immediately upon becoming aware of the same.

### Employee entitlements

The applicant declares that, having made all reasonable enquiries as at the date of this declaration, there are no unsettled judicial decisions against the applicant (not including decisions under appeal) relating to unpaid employee entitlements.

YES	NO
<input type="checkbox"/> Yes, I declare that there are no unsettled judicial decisions against the applicant relating to unpaid employee entitlements.	<input type="checkbox"/> No, I do not declare that there are no unsettled judicial decisions against the applicant relating to unpaid employee entitlements.

### Workplace gender equality

The applicant declares that it is not currently named by the Workplace Gender Equality Agency (WGEA) as not complying with the *Workplace Gender Equality Act 2012* (WGE Act).

YES	NO
<input type="checkbox"/> I declare that the applicant is not named by the WGEA.	<input type="checkbox"/> I do not declare that the applicant is not named by the WGEA.

### Further representations and acknowledgements

The applicant makes the following further representations to AUSTRAC:

- it has examined the MUL documentation and any other documents referenced or referred to in the MUL documentation, and any other information made available by AUSTRAC for the purposes of submitting their application;
- it has read, taken appropriate advice on and fully understood the MUL and its requirements;
- it has sought and examined all necessary information which is obtainable by making reasonable queries relevant to the risks and other circumstances which may have an effect on its application;
- it has satisfied itself as to the correctness and sufficiency of its application; and
- it has accepted and has fully complied with the provisions of the MUL, including the terms and conditions in the MUL (except where otherwise stated).

The applicant acknowledges that:

- AUSTRAC will be relying on all of the information contained in, and all of the representations made in, the application and any subsequent written and/or verbal clarifications;
- AUSTRAC may exercise any of its rights set out in the MUL, at any time;
- the statements, opinions, projections, forecasts or other information contained in the MUL may change;
- neither the lodgement of the MUL nor the acceptance of any application, nor any agreement made subsequent to the MUL, will imply any representation from or on behalf of AUSTRAC that there has been no material change since the date of the MUL or since the date as at which any information contained in the MUL is stated to be applicable;
- except as required by law and only to the extent so required, neither AUSTRAC, nor its respective officers, employees, advisers or agents will in any way be liable to any person or body for any loss, damage, cost or expense of any nature arising in any way out of or in connection with any representations, opinions, projections, forecasts or other statements, actual or implied, contained in or omitted from the MUL;
- the applicant will be responsible for all costs and expenses related to:
  - the preparation and lodgement of its application;
  - any subsequent negotiations;
  - any other action or response in relation to this MUL; and
  - where the applicant has sought its own professional advice as appropriate and has not construed the MUL as investment, legal, tax or other advice.

## **Confidentiality**

The applicant acknowledges that AUSTRAC may disclose, and consents to AUSTRAC disclosing, any information provided by the applicant, whether confidential or not:

- to its employees and contractors solely in order to evaluate or otherwise assess the MUL;
- to its internal management personnel solely in order to evaluate or otherwise assess the MUL;
- to the responsible Minister;
- in response to a request by a House or a Committee of the Parliament of the Commonwealth of Australia;
- to another agency, where this serves the legitimate interests of the Commonwealth;
- where the information is authorised or required by law to be disclosed;
- where the information is in the public domain otherwise than by AUSTRAC's disclosure; and
- where the disclosure is required to meet AUSTRAC's reporting or accountability requirements, including, without limitation:
  - under the *Financial Management and Accountability Act 1997*;
  - to the Australian National Audit Office or any other auditor appointed by the AUSTRAC;
  - in accordance with the provisions that require notification of agency contracts on AusTender;
  - in accordance with the requirements for agency annual reports (published by the Department of the Prime Minister and Cabinet); and
  - to the Commonwealth Ombudsman.



The applicant acknowledges that AUSTRAC has received this application in reliance on this declaration. The applicant acknowledges that AUSTRAC may suffer loss if any of the representations, undertakings, consents or other statements in this declaration or the applicant's application are misleading or deceptive.

<b>Dated:</b>

<b>Duly authorised to sign application for and on behalf of</b> <i>(state full name of applicant):</i>

<b>Signature of applicant's representative:</b>

<b>Name if representative:</b>

<b>Position of representative:</b>

<b>Signature of witness:</b>

<b>Address of witness:</b>

<b>Name of witness</b> <i>(block letters):</i>

<b>Refer enquiries in relation to this application to:</b>

<b>Telephone no:</b>

# Schedule to MUL application

## Template for response

**Note to applicants:** You must complete a separate schedule for each service type your organisation proposes to provide to AUSTRAC under the multi-use list arrangement. For each schedule, please indicate which service type you propose to provide and include responses to the questions outlined below.

**Service type:**

## Expertise and specialist skills

Outline your organisation's expertise and specialised skills in providing the service type you have nominated in **Part B: Capacity to provide services**.