Parliament of Australia
Department of Parliamentary Services

EQUIPMENT DISPOSAL FORM

COPY

Date: 17 / 05 /05 Registration No.: 04/05-0050

ne o.	Asset No., PE No or Stock code. b	Short Description c	Serial No. d	Qty e	Unit of Measure f	Surplus/ Damaged/ Obsolete g	Condition Code h	Action recommended by Inspecting Officer or by Board: Retain as: Serviceable i	Repairable j	Reduce to Components k	Dispose of as is: Sales l	Gift m	Trade In n	Destroy o
		2-Seater Brumby leather lounge (orange)		18		Damaged	UR-4				X			
)														
l														
2														
3														

listed items/stores are surplus to requirement and are of no further use to my program

nature: Printed Name: M CLAYTON Date: 17/05/05

CONDITION CODES:

N - New
E – Used Reconditioned
O – Used Without Repairs
UR – Unrepairable
R Used Repairs Required

1 – Excellent
2 - Good
3 – Fair
4 - Poor

Disposal Recommendation:

ve examined the listed stores and recorded in column h the appropriate condition code for items sentenced for Sale. I have ommended disposal action as shown in columns i to o and, where applicable, additional comments, including Stores ustment numbers for damage, appear overleaf.

nature: Printed Name: M. CLAYTON Date: 17/05/05.

Delegate Approval:

Sentence: Approved: ✓ Not Approved: ☐

Signatur Printed Name: Andrew Smith Date: 17/4

Attachment A

Mural Hall 6.2.001 - Brumby Leather Lounges for disposal

6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07039F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07040F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07041F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07042F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07043F	73 4160 11	BASSETT FURNITURE PTY LTD	- from 4B.B Store
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07044F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07045F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07046F	73 4160 11	BASSETT FURNITURE PTY LTD	- from 4B.B. Store.
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07047F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07048F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07049F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07050F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07051F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07052F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07053F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07054F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07055F	73 4160 11	BASSETT FURNITURE PTY LTD	
6 .2.001	Mural Hall	66	LOUNGE GROUP 1	CHL4B	07056F	73 4160 11	BASSETT FURNITURE PTY LTD	

Attachment B

93

STORES & DISTRIBUTION
JOINT HOUSE DEPARTMENT

Form ST010

(P&SM Chapters 10 & 34)

Registration Number...../.....

AUTHORITY TO COMMENCE DISPOSAL PROCEDURES

Note: Each party to this form should retain a copy of their records

PART 1 To be completed by Recommending Officer

Lsn	Asset No PE No	Description	Unit of Measure	Qty	Unit Price $	Total Value $	Condition Code
01		MURAL HALL CARPET	M2.	1400	3	4200	R4
02							
03							
04							

Note: It is the responsibility of the Recommending Officer to provide Unit Price, Total Price, Condition Code and any details, including trade-in value and purchase order number if applicable.

Reason for Disposal: CARPET WORN OUT / CARPET REPLACEMENT 2001/2002

Condition Codes

N = New
E = Used, reconditioned
O = Used, useable without repairs
R = Used, repairs required
UR = Unrepairable

1 = Excellent
2 = Good
3 = Fair
4 = Poor

Example Motor Generator = Condition Code UR4 (unrepairable in poor condition)

I recommend that the above items be disposed of

Name (BLOCK LETTERS)	SIGNATURE	POSITION	DATE
P. GABLIARDI		PROJECT OFFICER	2/7/01

PART 2 To be authorised by Sub-Program Manager

I authorise the disposal of the above listed items which are the responsibility of my Sub-program for the reasons listed

Please tick one

[✓] Consolidated Revenue [ ] Section 31 Account

Name (BLOCK LETTERS)	SIGNATURE	POSITION	DATE
JOHN NAKKAN		DIRECTOR MAINTENANCE	4-7-01

PART 3 To be completed by Board of Survey Officer

Transferred to **BOARD OF SURVEY NO:** _____

Name (BLOCK LETTERS)	SIGNATURE	POSITION	DATE
		Board of Survey Officer	

RECEIVED
JOINT HOUSE DEPARTMENT
- 8 MAR 2000
EXECUTIVE LEADER
OPERATIONS

Rego No.	Client No.	Total Lines	Date Opened	Date Closed	FORM STO2
084/99-00		001	03 MAR 2000	03 MAR 2000	

P&SM Chapters 10 & 34

BOARD OF SURVEY ACCOUNT *(Note: Relevant ST010 forms to accompany this form).*

Line No a	Asset No, PE No or Stock code b	Short description c	Serial No d	Line value $ e	UM f	QTY g	Authority H	Action recommended by inspecting officer or by board: Retain as: Serviceable i	Repairable j	Training aids k	Reduce to Produce: For retention l	For sales m	Dispose of as is: Sales n	Destroy o	Condition code p
1		COURTYARD CHAIR		510.00	EA	102	01-076/99-00							102	UR4
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
				510.00	TOTAL VALUE										

I certify that this voucher has been priced in accordance with book value obtained from Authority to Commence Disposal No /98-99.and that the extensions and additions are correct.

..... Board of Survey Officer 3 3 00 .....
(Signature) (Position) (Date)

CONDITION CODES

N NEW
E USED RECONDITIONED
O USED USABLE WITHOUT REPAIRS
UR UNREPAIRABLE
R USED REPAIRS REQUIRED

1. EXCELLENT
2. GOOD
3. FAIR
4. POOR

BOS PROCEEDINGS

To be completed by the Manager, Stores and Distribution.

I have examined the listed stores and recorded in column p the appropriate condition code for items sentenced for Sale. I have recommended action as shown in columns i to o and, where applicable, additional comments, including Stores Adjustment numbers for damage, appear overleaf.

..... C. REBECCA 6/3/00
(Signature) (Printed Name) (Date)

Approval of Sentence - by Program Manager

..... 10/3/00
(Signature) (Date)

Attachment H

STORES & DISTRIBUTION
JOINT HOUSE DEPARTMENT

Form ST010

(P&SM Chapters 10 & 34)

Registration Number 076/99-00

AUTHORITY TO COMMENCE DISPOSAL PROCEDURES

Note: Each party to this form should retain a copy of their records

PART 1 To be completed by Recommending Officer

Lsn	Asset No PE No	Description	Unit of Measure	Qty	Unit Price $	Total Value $	Condition Code
01		WHITE COURTYARD CHAIR	ea.	102	5	510	4 UR
02							
03							
04							

Note: It is the responsibility of the Recommending Officer to provide Unit Price, Total Price, Condition Code and any details, including trade-in value and purchase order number if applicable.

Reason for Disposal: UNREPAIRABLE BREAKAGES + RUST DAMAGE.

Condition Codes

N = New
E = Used, reconditioned
O = Used, useable without repairs
R = Used, repairs required
UR = Unrepairable

1 = Excellent
2 = Good
3 = Fair
4 = Poor

Example Motor Generator = Condition Code UR4 (unrepairable in poor condition)

I recommend that the above items be disposed of

Name (BLOCK LETTERS)	SIGNATURE	POSITION	DATE
PAUL STORSY		FACILITIES OFFICER	28/2/00

PART 2 To be authorised by Sub-Program Manager

I authorise the disposal of the above listed items which are the responsibility of my Sub-program for the reasons listed

Please tick one

[ ] Consolidated Revenue [✓] Section 31 Account

Name (BLOCK LETTERS)		POSITION	DATE
J EY		Mgd Prog Mgt	1-3-00.

PART 3 To be completed by Board of Survey Officer

Transferred to **BOARD OF SURVEY NO:** 084/99-00

Name (BLOCK LETTERS)	SIGNATURE	POSITION	DATE
R. KASUMONIC.		Board of Survey Officer	3.3.00.

RECEIVED
28 MAR 2000
DOD LEACEH

JOINT HOUSE DEPARTMENT

Rego No.	Client No.	Total Lines	Date Opened	Date Closed	FORM STO2
085/99-00		003	23 MAR 2000	23 MAR 2000	

P&SM Chapters 10 & 34

BOARD OF SURVEY ACCOUNT *(Note: Relevant ST010 forms to accompany this form).*

Line No a	Asset No. PE No or Stock code b	Short description c	Serial No d	Line value $ e	UM f	QTY g	Authority H	Action recommended by inspecting officer or by board: Retain as: Serviceable i	Retain as: Repairable j	Retain as: Training aids k	Reduce to Produce: For retention l	Reduce to Produce: For sales m	Dispose of as is: Sales n	Dispose of as is: Destroy o	Condition code p
1		COURTYARD CHAIR		0.00	EA	5	01-077/99-00							5	UR4
2		MARKET UMBRELLA		360.00	EA	9	02-077/99-00							9	O3
3		UMBRELLA STAND		290.00	EA	29	03-077/99-00							29	O3
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
				650.00	TOTAL VALUE										

I certify that this voucher has been priced in accordance with book value obtained from Authority to Commence Disposal No /98-99.and that the extensions and additions are correct.

R Kotsmanis Board of Survey Officer 23 3 00
(Signature) (Position) (Date)

CONDITION CODES

N NEW
E USED RECONDITIONED
O USED USABLE WITHOUT REPAIRS
UR UNREPAIRABLE
R USED REPAIRS REQUIRED

1. EXCELLENT
2. GOOD
3. FAIR
4. POOR

BOS PROCEEDINGS

To be completed by the Manager, Stores and Distribution.

I have examined the listed stores and recorded in column p the appropriate condition code for items sentenced for Sale. I have recommended action as shown in columns i to o and, where applicable, additional comments, including Stores Adjustment numbers for damage, appear overleaf.

G Rebecca 29/3/2000
(Signature) (Printed Name) (Date)

Approval of Sentence - by Program Manager

29.3.00
(Signature) (Date)

Attachment I

STORES & DISTRIBUTION
JOINT HOUSE DEPARTMENT

Form ST010

(P&SM Chapters 10 & 34)

Registration Number 077/99-00

AUTHORITY TO COMMENCE DISPOSAL PROCEDURES

Note: Each party to this form should retain a copy of their records

PART 1 To be completed by Recommending Officer

Lsn	Asset No PE No	Description	Unit of Measure	Qty	Unit Price $	Total Value $	Condition Code
01	None	Office Chairs		5	0	0	UR4
02	—	Umbrellas		9	4C	[illegible]	C3
03	—	Umbrella Stands		29	1C	29C	C3
~~04~~	~~—~~	~~Office Safes~~		~~3~~	~~1C~~	~~[illegible]~~	~~C3~~

Note: It is the responsibility of the Recommending Officer to provide Unit Price, Total Price, Condition Code and any details, including trade-in value and purchase order number if applicable.

Reason for Disposal: Rusted and Broken
Umbrella Stands No longer Required
LSN 04 HAS BEEN DELETED. RESPONSIBILITY OF OFFICE SERVICES.

Condition Codes

N = New	**1 = Excellent**
E = Used, reconditioned	**2 = Good**
O = Used, useable without repairs	**3 = Fair**
R = Used, repairs required	**4 = Poor**
UR = Unrepairable	

Example Motor Generator = Condition Code **UR4** (unrepairable in poor condition)

I recommend that the above items be disposed of

Name (BLOCK LETTERS)	SIGNATURE	POSITION	DATE
N WEEK HELT		Facilities Officer	1/3/2000

PART 2 To be authorised by Sub-Program Manager

I authorise the disposal of the above listed items which are the responsibility of my Sub-program for the reasons listed

Please tick one

☐ **Consolidated Revenue** ☑ **Section 31 Account**

Name (BLOCK LETTERS)	SIGNATURE	POSITION	DATE
J EM		Mgt Fac Mgt	2-3-00

PART 3 To be completed by Board of Survey Officer

Transferred to **BOARD OF SURVEY NO:** 085/99-00

Name (BLOCK LETTERS)	SIGNATURE	POSITION	DATE
R KASUMOVIC.		Board of Survey Officer	23.3.00

Parliament of Australia
Department of Parliamentary Services

Declaration of surplus or unserviceable items form

RECEIVED
27 JUN 2008
ASSISTANT SECRETARY
INFRASTRUCTURE SERVICES, DPS

701

Date: **24 June 2008**

Reference No 08/09-0002
(To be allocated by DPS Support Services)

Line No.	Asset No., PE No or Stock code.	Short Description	Serial No.	Qty	Unit of Measure	Surplus/ Damaged/ Obsolete	Condition Code	Recommended action: Retain: Reuse	Recommended action: Retain: Reduce to Components	Recommended action: Dispose of as is: Sales	Recommended action: Dispose of as is: Gift	Recommended action: Dispose of as is: Destroy
a	b	c	d	e	f	g	h	i	j	k	l	m
1		Bertoia outdoors chairs		197	Each	damaged	UR4					197
2		Bertoia outdoors chairs		~~42~~ 43	each	obsolete	03	DEA Con/No. 4927		42		
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												

ENTERED
COMPLETED

The listed items are surplus to requirements. I have examined the items and recorded in column h the appropriate condition code for the items. I have recommended an action as shown in columns i to m and, where applicable, additional comments for damage appear overleaf.

Signature: Printed Name: Jacqueline Boguz Date: 26/6/08

Assistant Secretary recommendation

The listed items are surplus damaged or obsolete and are of no further use to my branch. I support the recommended action.

Signature: Printed Name: Tom Nauna Date: 1/7/08

I have examined the computer equipment listed on this form. Where th hard drive or other non-volatile memory l applications and data. I have also revi e equipment and agree with the assessme

Signatur 10.7.08

Disposal Official

Recommended action: Agreed: ☑ Not Agreed: ☐

CONDITION CODES:

N - New
E – Used Reconditioned
O – Used Without Repairs
UR – Unrepairable
R Used Repairs Required

1 – Excellent
2 - Good
3 – Fair
4 - Poor

Attachment J

Department of Parliamentary Services

ABN 52 997 141 147

Receiver of Public Monies
Department of Parliamentary Services
PO Box 6000
Parliament House
Canberra ACT 2600

Dominion (ACT) Valuers/Auctioneers
PO Box 870
FYSHWICK ACT 2609

Tax Invoice

Invoice No.: **3104541**
Invoice Date : 07.10.2008
Telephone: (02) 6277 8955
Fax (02) 6277 8800

COPY

Line	Description	Quantity	Unit Price	Total Excl GST
	Consignment # 4927 (IT08/09-0002&4-Outdoor Chairs)			
1	Proceeds from sale (Consignment 4927)	1.000	$215.45	$215.45
2	Cost of sales	1.000	$63.84-	$63.84-
	Total excl GST:		AUD	$151.61
	Total Goods & Services Tax			$15.17
Total amount including GST				**$166.78**

PAYMENT ADVICE
Enquiries: General-(02) 6277 8955

Payment Terms: 28 days from date of Invoice

No receipt mailed unless requested

Please detach this section and return with your payment to:

Collector of Public Monies
Department of Parliamentary Services
P O Box 6000
Parliament House
Canberra ACT 2600

Invoice No: 3104541 **Payment Terms:** 28 days from date of Inv.
Customer No: 1616
Cheques to be made payable to Department Of Parliamentary Services
Direct EFT Payments to:
BSB Number: 092009
Account No: 116659
Bank Name: Reserve Bank of Australia
Account Title: DPS Official Department Account
E-Mail: DPSFinance@aph.gov.au
Fascimile: (02) 6277 8800

Please charge this invoice to my MasterCard / Visa / Bankcard
|__|__|__|__|__| |__|__|__|__|__| |__|__|__|__|__| |__|__|__|__|__|
Verification No: |__|__|__|
Name on card:_____ Expiry:____/____
Signature:_____
Payment Amount: $ _____

Vendor Remittance

Account Sale / Tax Invoice

Remittance Date: 26/09/2008
ABN: 52 997 141 147
Payment: 1

RECEIVED
- 2 OCT 2008
DPS Finance

Department of Parliamentary Services
PO BOX 6000
Canberra ACT 2600

Attn: Miss Sandra Elliot

Department of Parliamentary Services(IT 08/09-0002&0004 - White Outdoor Chairs)
Re: Consignment 4927
Please find attached asset listing details for the enclosed cheque.

Account Summary

Total Sales:		$237.00
	(GST Component: $21.55)	
Less Expenses:		
Commission @ 18.50%:	$43.84	
Testing/Diagnostics/Labour Fee's @ $5.00 each (4 items):	$20.00	
Expenses Total:		$63.84
GST on Expenses:		$6.38
Remittance Total:		**$166.78**
GST Implications:		
GST Collected on behalf of Vendor:		$21.55
GST Paid by Vendor:		$6.38

ABN: 26 101 308 105
Dominion Group (ACT) Pty Ltd Trading As DOLA ONLINE AUCTIONS
Ph: (02) 6239 2262 **Fax:** (02) 6239 2264
Mail: PO Box 870 Fyshwick ACT 2609 **Email:** admin@dola.com.au
7-9 Wiluna Street Fyshwick ACT 2609
www.DOLA.com.au

Asset List: Department of Parliamentary Services : 4927

Item #	Description	Asset #	Serial #	Close Date:	Auction Value:
1	Lot of 21 Outdoor Chairs	NO ASSET	NO SERIAL	28/07/2008 7:30:00 PM	$56.00
2	Lot of 22 Outdoor Chairs	NO ASSET	NO SERIAL	30/07/2008 7:35:00 PM	$98.00
3	Lot of 17 Office Chairs	NO ASSET	NO SERIAL	30/07/2008 7:30:00 PM	$26.00
4	Lot of 10 Office Chairs	NO ASSET	NO SERIAL	28/07/2008 7:40:00 PM	$57.00
				Total:	$237.00

Parliament of Australia

Department of Parliamentary Services

Disposal Transfer Authority

Sent to DOLA AUCTIONS **Date:** 22/7/08

Line	Asset Number	Description	Disposal Number	Quantity	Pallet No.
1		Chairs "Bertoia" outdoors	**08/09-0002**	42	
2		Chairs office assorted	**08/09-0004**	27	
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

Vender Receipt: The listed items have been received

Signature: Printed Name: Date:

DATA FROM PICKLES AUCTIONS' TAX INVOICE

Add Data As Appropriate...

Disposal Agent Disposal Date	26-Sep-08	4927

(Note: This is the date of Disposal for the Asset Records).

SALES DATA

		Check of GST
Sales + GST	237.00	21.55
GST Collected for Vendor	21.55	
Gross Sales	215.45	

EXPENSES DEDUCTED

	+GST	GST Paid	Check of GST	Exp
Commission	48.22	4.38	4.38	43.84
Card Fees	-	-	-	-
State/Fed Tax	-	-	-	-
Insurance	-	-	-	-
Tech/Srv Fees	22.00	2.00	2.00	20.00
Tipping Fees	-	-	-	-
Freight	-	-	-	-
	70.22	6.38	6.38	63.84

CHEQUE DETAILS

Sale Proceeds	145.23	
GST Collected	21.55	
Cheque Amount	166.78	* AR Invoice No 310 4541

DISPOSAL AGENT'S SALES SUMMARY DATA/ASSET PROCEEDS CALCULATIONS
Data Sourced from Disposal Agent's Sales Summary Document & DPS SAP Fixed Asset Module

Source:	Disposal Agent	FA	FA	FA	Disposal Agent	N/A	N/A	N/A	Share of	EDF Ref
Asset No	Item No	Item Type	Inv No	CC	Gross	%	GST	Proceeds	Costs	
		ASSET		2048		0.00%	-	-	-	
		TOTAL CAPITAL ASSETS			0.00	0.00	0.00	0.00	0.00	

Source:	Disposal Agent	FA	FA	FA	Disposal Agent	N/A	N/A	N/A	Share of	EDF Ref
	Item No	Item Type	Inv No	CC	Gross	%	GST	Proceeds	Costs	
	1	Exp	N/A	2048	56.00	23.63%	5.09	50.91	15.09	08/09-0002 L2
	2	Exp	N/A	2048	98.00	41.35%	8.91	89.09	26.40	08/09-0002 L2
	3	Exp	N/A	2048	26.00	10.97%	2.36	23.64	7.00	08/09-0004 L1
	4	Exp	N/A	2048	57.00	24.05%	5.18	51.82	15.35	08/09-0004 L1
		Exp	N/A	2048		0.00%	-	-	-	
		TOTAL EXPENSE/STORES			237.00	100.00%	21.54	215.46	63.84	
JOURNALS GENERATED BY SAP FA MODULE	*TOTALS*				237.00	100.00%	21.54	215.46	63.84	

1 Recognise Revenue (CPM Banking of Cheque)

Coy Code	Cost Ctr	ACCT				DR	CR	Description
2000	2048	30300					145.23	Asset Revenue Clearing
2000	2048	20720					21.55	GST Collected (Output)
2000	2048	20040				166.78		Bank
	Journal Total					166.78	166.78	

Note: Posted by CPM at time cheque is received (AR Module)

2 Transfer Expense Items/Stores Sales to Stores Sales Revenue

Coy Code	Cost Ctr	ACCT				DR	CR	Description
2000	2048	50210					215.46	Stores Sales Revenue
2000	2048	30300				215.46		Asset Revenue Clearing
	Journal Total					215.46	215.46	

Note: Journal Required

3 Transfer Disposal Costs to Expense Account

Coy Code	Cost Ctr	ACCT				DR	CR	Description
2000	2048	47050						Cost of Disposals of Assets
2000	2048	30300					-	Asset Revenue Clearing
	Journal Total					-	-	

Note: Journal Requires Posting

4 Recognise GST Paid on Disposal Costs

Coy Code	Cost Ctr	ACCT				DR	CR	Description
2000	2048	30300						Asset Revenue Clearing
2000	2048	20710				-		Asset Sale GST Paid (Input)
	Journal Total					-	-	

Note: Journal Requires Posting

Check Entries to SAP Proceeds on Disposal (30300)

Asset Sales			215.46
Less :	Expense Items/Stores Sales to Stores Sales Revenue	-	215.46
			-
			-
Proceeds on Disposals of SAP Assets			-

Parliament of Australia
Department of Parliamentary Services

Declaration of surplus or unserviceable items form

RECEIVED
22 JAN 2009 0034
ASSISTANT SECRETARY
INFRASTRUCTURE SERVICES, DPS

Date: 21 January 2009

Reference No 08/09-0053
(To be allocated by DPS Support Services)

Line No	Asset No., PE No or Stock code	Short Description	Serial No.	Qty	Unit of Measure	Surplus/ Damaged/ Obsolete	Condition Code	Recommended action: Retain: Reuse	Recommended action: Retain: Reduce to Components	Recommended action: Dispose of as is: Sales	Recommended action: Dispose of as is: Gift	Recommended action: Dispose of as is: Destroy
a	b	c	d	e	f	g	h	i	j	k	l	m
1		Bertoia outdoors chairs		92	each		03			X		
2												
3												
4												
5		DOLA Con/No. 5831										
6												
7												
8												
9												
10												
11												
12												

ENTERED
COMPLETED

The listed items are surplus to requirements. I have examined the items and recorded in column h the appropriate condition code for the items. I have recommended an action as shown in columns i to m and, where applicable, additional comments for damage appear overleaf.

Signature: Printed Name: Jacqueline Boyle Date: 21/01/09

I have examined the computer equipment listed on this form. Where the equipment contains a hard drive or other non-volatile memory it has been erased of all applications and data. I have also reviewed the condition of the equipment and agree with the assessment in column h.

Signature Printed Name Date

CONDITION CODES:

N - New
E – Used Reconditioned
O – Used Without Repairs
UR – Unrepairable
R Used Repairs Required

1 – Excellent
2 - Good
3 – Fair
4 - Poor

Assistant Secretary recommendation

The listed items are surplus damaged or obsolete and are of no further use to my branch. I support the recommended action.

Signature: Printed Name: John Nauman Date: 22/1/09

Disposal Official

Recommended action: Agreed: ✓ Not Agreed: ☐

Signature Printed Name: L Adams Date: 22/1/09

Attachment K

Vendor Remittance

Account Sale / Tax Invoice

Remittance Date: 17/03/2009
ABN: 52 997 141 147
Payment: 2

Department of Parliamentary Services
PO BOX 6000
Canberra ACT 2600

Attn: Miss Sandra Elliot
Department of Parliamentary Services(IT - 08/09-0046 & 08/09-0051 - 22 January)
Re: Consignment 5831
Please find attached asset listing details for the enclosed cheque.

Account Summary

Total Sales:		$2,298.00
	(GST Component: $208.91)	
Less Expenses:		
Commission @ 18.50%:	$425.13	
Testing/Diagnostics/Labour Fee's @ $5.00 each (41 items):	$205.00	
Level 1 Recycled Fee @ $10.00 each (5 items):	$50.00	
Bidder SMS Notifications @ $0.10 each (58 sent):	$5.80	
Expenses Total:		$685.93
GST on Expenses:		$68.59 = 754.52
Remittance Total:		**$1,543.48**
GST Implications:		
GST Collected on behalf of Vendor:		$208.91
GST Paid by Vendor:		$68.59

ABN: 26 101 308 105
Allbids.com.au Pty Ltd
Ph: (02) 6239 2262 **Fax:** (02) 6239 2264
Mail: PO Box 870 Fyshwick ACT 2609 **Email:** admin@allbids.com.au
7-9 Wiluna Street Fyshwick ACT 2609
www.allbids.com.au

Asset List: Department of Parliamentary Services : 5831

	Item #	Description	Asset #	Serial #	Close Date	Auction Value
8/09-0051 A L1	1	Three Piece Timber Executive Office Suite	08 09-0051	NO SERIAL	5/02/2009 7:40:00 PM	$431.00
	2	Lot of 10 Metal Framed Plastic Coated Outdoor Chairs	NO ASSET	NO SERIAL	3/02/2009 7:30:00 PM	$116.00
	3	Lot of 10 Metal Framed Plastic Coated Outdoor Chairs	NO ASSET	NO SERIAL	4/02/2009 7:30:00 PM	$31.00
	4	Lot of 10 Metal Framed Plastic Coated Outdoor Chairs	NO ASSET	NO SERIAL	2/02/2009 7:30:00 PM	$155.00
	5	Lot of 10 Metal Framed Plastic Coated Outdoor Chairs	NO ASSET	NO SERIAL	9/02/2009 7:30:00 PM	$107.00
	6	Lot of 10 Metal Framed Plastic Coated Outdoor Chairs	NO ASSET	NO SERIAL	10/02/2009 7:35:00 PM	$51.00
3/09-0053 L1 (ADMIN)	7	Lot of 10 Metal Framed Plastic Coated Outdoor Chairs	NO ASSET	NO SERIAL	11/02/2009 7:35:00 PM	$61.00
	8	Lot of 10 Metal Framed Plastic Coated Outdoor Chairs	NO ASSET	NO SERIAL	17/02/2009 7:30:00 PM	$36.00
	9	Lot of 10 Metal Framed Plastic Coated Outdoor Chairs	NO ASSET	NO SERIAL	17/02/2009 7:35:00 PM	$20.00
	10	Lot of 10 Metal Framed Plastic Coated Outdoor Chairs	NO ASSET	NO SERIAL	18/02/2009 7:30:00 PM	$42.00
	11	LOT OF TWO METAL FRAMED PLASTIC COATED OUTDOOR CHAIRS	NO ASSET	NO SERIAL	11/02/2009 9:55:59 AM	$6.00
8/09-0051A L4	12	Lot of Six Stackable Office/Visitor Chairs With Arms	NO ASSET	NO SERIAL	11/02/2009 7:35:00 PM	$125.00
8/09-0051B L13	13	Lot of Three Matching Office/Boardroom Chairs	NO ASSET	NO SERIAL	10/02/2009 7:30:00 PM	$56.00
8/09-0046 L1	14	Lot of Five Office Chairs	NO ASSET	NO SERIAL	10/02/2009 7:30:00 PM	$6.00
8/09-0051A L8	15	Lot of Five Matching Two Drawer Mobile Pedestal Units	NO ASSET	NO SERIAL	11/02/2009 7:30:00 PM	$51.00
3/09-0051A L11	16	Round Laminate Meeting Table	NO ASSET	NO SERIAL	11/02/2009 7:30:00 PM	$4.00
8/09-0051 A L5	17	Two Drawer Filing Cabinet	NO ASSET	NO SERIAL	11/02/2009 7:30:00 PM	$27.00
8/09-0051B L17	18	Lot of Two Pinboards/Noticeboards	NO ASSET	NO SERIAL	11/02/2009 7:30:00 PM	$24.00
8/09-0051B L15	19	Wall Mountable Whiteboard Scratched and dented writing surface *RECYCLED*	NO ASSET	NO SERIAL	30/01/2009 2:54:07 PM	$0.00
8/09-0046 L3	20	Lot of Two Matching Three Drawer Mobile Pedestal Units	NO ASSET	NO SERIAL	11/02/2009 7:30:00 PM	$30.00
8/09-0051A L8	21	Select Beech Three Drawer Mobile Pedestal Unit	NO ASSET	NO SERIAL	11/02/2009 7:30:00 PM	$22.00
	22	Timber Shelving Unit with Four Shelves	NO ASSET	NO SERIAL	11/02/2009 7:30:00 PM	$67.00
	23	Timber Shelving Unit with Four Shelves	NO ASSET	NO SERIAL	16/02/2009 7:30:00 PM	$77.00
	24	Timber Shelving Unit with Four Shelves	NO ASSET	NO SERIAL	10/02/2009 7:40:00 PM	$62.00
09-0051A L7	25	Laminate Shelving Unit with Four Shelves	NO ASSET	NO SERIAL	11/02/2009 7:35:00 PM	$50.00

ADMIN

$625.00

Asset List: Department of Parliamentary Services : 5831

	Item #	Description	Asset #	Serial #	Close Date	Auction Value
3/09-0051A L6	26	Namco Four Drawer Filing Cabinet	NO ASSET	NO SERIAL	11/02/2009 7:30:00 PM	$57.00
	27	Godfrey Four Drawer Filing Cabinet	NO ASSET	NO SERIAL	10/02/2009 7:30:00 PM	$53.00
	28	Four Drawer Filing Cabinet	NO ASSET	NO SERIAL	11/02/2009 7:35:00 PM	$57.00
8/09-0046 L2	29	Brownbuilt Four Drawer Filing Cabinet	NO ASSET	NO SERIAL	11/02/2009 7:35:00 PM	$57.00
8/09-0051A L8	30	Melamine Corner Desk with Return and Three Drawer Mobile Pedestal Unit	NO ASSET	NO SERIAL	23/02/2009 7:30:00 PM	$101.00
8/09-0046 L6	31	Melamine Corner Desk with Return	NO ASSET	NO SERIAL	25/02/2009 7:30:00 PM	$51.00
	32	Melamine Corner Desk with Return	NO ASSET	NO SERIAL	25/02/2009 7:30:00 PM	$51.00
	33	Melamine Corner Desk with Return	NO ASSET	NO SERIAL	25/02/2009 7:30:00 PM	$51.00
8/09-0051A L10	34	Black Melamine AV Stand Gloss finish(badly scratched)damaged shelf *RECYCLED*	NO ASSET	NO SERIAL	19/02/2009 10:42:29 AM	$0.00
8/09-0051A L3	35	Lot of Two Mobile Pedestal Units(Three Drawers)	NO ASSET	NO SERIAL	25/02/2009 7:30:00 PM	$32.00
8/09-0046 L6	36	Laminate Corner Desk with Two Returns	NO ASSET	NO SERIAL	25/02/2009 7:35:00 PM	$62.00
3/09-0046 L7/8	37	Timber Study Desk with Ergonomic Chair	NO ASSET	NO SERIAL	25/02/2009 7:35:00 PM	$16.00
3/09-0046 L5	38	Lot of Two Melamine Shelving Units	NO ASSET	NO SERIAL	11/03/2009 7:30:00 PM	$53.00
3/09-0051A L12	39	Small Laminate Table Broken Base- No Commercial Value *RECYCLED*	ITEM 11	NO SERIAL	17/03/2009 6:45:40 PM	$0.00
3/09-0051A L7	40	Lot of 5 x assorted bookcases Missing shelves Broken SidesNo Commercial Value *RECYCLED*	ITEM 7 & 4	NO SERIAL	17/03/2009 6:46:51 PM	$0.00
3/09-0051B L14	41	Small picture Cracked glassNo Commercial Value *RECYCLED*	ITEM 13	NO SERIAL	17/03/2009 6:47:51 PM	$0.00
					Total:	$2,298.00

DATA FROM ALLBIDS AUCTIONS' TAX INVOICE

Add Data As Appropriate...

Disposal Agent Disposal Date: 17-Mar-09 | 5831

(Note: This is the date of Disposal for the Asset Records).

SALES DATA

		Check of GST
Sales + GST	1,673.00	152.09
GST Collected for Vendor	152.09	
Gross Sales	1,520.91	

EXPENSES DEDUCTED

	+GST	GST Paid	Check of GST	Exp
Commission	340.45	30.95	30.95	309.50
Card Fees	-	-	-	-
State/Fed Tax	-	-	-	-
Insurance	-	-	-	-
Tech/Srv Fees	170.50	15.50	15.50	155.00
Tipping Fees	55.00	5.00	5.00	50.00
Bidder SMS Notifications	6.38	0.58	0.58	5.80
Freight	-	-	-	-
	572.33	52.03	52.03	520.30

CHEQUE DETAILS

Sale Proceeds	948.58	
GST Collected	152.09	
Cheque Amount	1,100.67	* AR Invoice No 3105062

Source:	Disposal Agent	FA	FA	FA	Disposal Agent	N/A	N/A	N/A	Share of	EDF Ref
	Item No	Item Type	Inv No	CC	Gross	%	GST	Proceeds	Costs	
	1	Exp	N/A	2048	431.00	25.77%	39.18	391.82	134.08	08/09-0051A L1-3
	12	Exp	N/A	2048	125.00	7.47%	11.36	113.64	38.87	08/09-0051A L4
	13-14	Exp	N/A	2048	62.00	3.71%	5.64	56.36	19.30	08/09-0051B L13
	13-14	Exp	N/A	2048	0.00	0.00%	-	-	-	08/09-0046 L1
	15, 21, 30, 35	Exp	N/A	2048	206.00	12.31%	18.73	187.27	64.05	08/09-0051A L8
	16	Exp	N/A	2048	4.00	0.24%	0.36	3.64	1.25	08/09-0051A L11
	17	Exp	N/A	2048	27.00	1.61%	2.45	24.55	8.38	08/09-0051A L5
	18	Exp	N/A	2048	24.00	1.43%	2.18	21.82	7.44	08/09-0051B L17
	19	Exp	N/A	2048	0.00	0.00%	-	-	-	08/09-0051B L15
	20	Exp	N/A	2048	30.00	1.79%	2.73	27.27	9.31	08/09-0046 L3
	22-24	Exp	N/A	2048	206.00	12.31%	18.73	187.27	64.05	08/09-0046 L4
	25, 40	Exp	N/A	2048	50.00	2.99%	4.55	45.45	15.56	08/09-0051A L7
	25, 40	Exp	N/A	2048	0.00	0.00%	-	-	-	08/09-0051B L16
	26-28	Exp	N/A	2048	167.00	9.98%	15.18	151.82	51.93	08/09-0051A L6
	29	Exp	N/A	2048	57.00	3.41%	5.18	51.82	17.74	08/09-0046 L2
	31-33,36	Exp	N/A	2048	215.00	12.85%	19.55	195.45	66.86	08/09-0046 L6
	34	Exp	N/A	2048	0.00	0.00%	-	-	-	08/09-00451A L10
	37	Exp	N/A	2048	16.00	0.96%	1.45	14.55	4.99	08/09-0046 L7-8
	38	Exp	N/A	2048	53.00	3.17%	4.82	48.18	16.49	08/09-0046 L5
	39	Exp	N/A	2048	0.00	0.00%	-	-	-	08/09-0051A L12
	41	Exp	N/A	2048	0.00	0.00%	-	-	-	08/09-0051B L14
		Exp	N/A	2048		0.00%	-	-	-	
		TOTAL EXPENSE/STORES			1,673.00	100.00%	152.09	1,520.91	520.30	
JOURNALS GENERATED BY SAP FA MODULE	*TOTALS*				1,673.00	100.00%	152.09	1,520.91	520.30	

DATA FROM ALLBIDS AUCTIONS' TAX INVOICE

Add Data As Appropriate...

Disposal Agent Disposal Date	17-Mar-09	5831 Admin

(Note: This is the date of Disposal for the Asset Records).

SALES DATA

		Check of GST
Sales + GST	625.00	56.82
GST Collected for Vendor	56.82	
Gross Sales	568.18	

EXPENSES DEDUCTED

	+GST	GST Paid	Check of GST	Exp
Commission	127.19	11.56	11.56	115.63
Card Fees	-	-	-	-
State/Fed Tax	-	-	-	-
Insurance	-	-	-	-
Tech/Srv Fees	55.00	5.00	5.00	50.00
Tipping Fees	-	-	-	-
Freight	-	-	-	-
	182.19	16.56	16.56	165.63

CHEQUE DETAILS

Sale Proceeds	385.99	
GST Collected	56.82	
Cheque Amount	442.81	* AR Invoice No 1600036

1 **Recognise Revenue (CPM Banking of Cheque)**

Coy Code	Cost Ctr	ACCT				DR	CR	Description
3000	3048	50210					568.18	Stores Revenue
3000	3048	47050				165.63	-165.63	Cost of Sale
3000	3048	20720					56.82	GST Collected (Output)
3000	3048	20710				16.56	-16.56	GST Paid (Input)
3000	3048	20040				442.81		Bank
	Journal Total					442.81	442.81	

Note: Posted by CPM at time cheque is received (AR Module)

2 **Transfer Expense Items/Stores Sales to Stores Sales Revenue**

Coy Code	Cost Ctr	ACCT				DR	CR	Description
3000	3048	50210					-	Stores Sales Revenue
3000	3048	30300				-		Asset Revenue Clearing
	Journal Total					-	-	

Note: Journal Required

3 **Transfer Disposal Costs to Expense Account**

Coy Code	Cost Ctr	ACCT				DR	CR	Description
3000	3048	47050						Cost of Disposals of Assets
3000	3048	30300					-	Asset Revenue Clearing
	Journal Total					-	-	

Note: Journal Requires Posting

4 **Recognise GST Paid on Disposal Costs**

Coy Code	Cost Ctr	ACCT				DR	CR	Description
3000	3048	30300					-	Asset Revenue Clearing
3000	3048	20710				-		Asset Sale GST Paid (Input)
	Journal Total					-	-	

Note: Journal Requires Posting

Check Entries to SAP Proceeds on Disposal (30300)

Asset Sales		568.18
Less :	Expense Items/Stores Sales to Stores Sales Revenue	-
		-
		-
Proceeds on Disposals of SAP Assets		568.18

Department of Parliamentary Services

ABN 52 997 141 147

Receiver of Public Monies
Department of Parliamentary Services
PO Box 6000
Parliament House
Canberra ACT 2600

Allbids.com.au Pty Ltd
PO Box 870
FYSHWICK ACT 2609

Tax Invoice

Invoice No.: **1600036**
Invoice Date : 31.03.2009
Telephone: (02) 6277 8955
Fax (02) 6277 8800

COPY

Line	Description	Quantity	Unit Price	Total Excl GST
	Consignment # 5831 IT 08/09-0046&08/09-0051 22Jan			
1	Proceeds from sale - Consignment # 5831	1.000	$568.18	$568.18
2	Cost of sales	1.000	$165.63-	$165.63-
	Total excl GST:		AUD	$402.55
	Total Goods & Services Tax			$40.26
Total amount including GST				**$442.81**

PAYMENT ADVICE
Enquiries: General-(02) 6277 8955 **Payment Terms:** 28 days from date of Invoice

No receipt mailed unless requested

Please detach this section and return with your payment to:

Collector of Public Monies
Department of Parliamentary Services
P O Box 6000
Parliament House
Canberra ACT 2600

Invoice No: 1600036 **Payment Terms:** 28 days from date of Inv.
Customer No: 1616
Cheques to be made payable to Department Of Parliamentary Services
Direct EFT Payments to:
BSB Number: 092009
Account No: 116659
Bank Name: Reserve Bank of Australia
Account Title: DPS Official Department Account
E-Mail: DPSFinance@aph.gov.au
Fascimile: (02) 6277 8800

Please charge this invoice to my MasterCard / Visa / Bankcard
|_|_|_|_|_| |_|_|_|_| |_|_|_|_| |_|_|_|_|
Verification No: |_|_|_|
Name on card:_____ Expiry:____/____
Signature:_____
Payment Amount: $ _____

Department of Parliamentary Services

ABN 52 997 141 147

Receiver of Public Monies
Department of Parliamentary Services
PO Box 6000
Parliament House
Canberra ACT 2600

Allbids.com.au Pty Ltd
PO Box 870
FYSHWICK ACT 2609

Tax Invoice

Invoice No.: **3105062**
Invoice Date : 31.03.2009
Telephone: (02) 6277 8955
Fax (02) 6277 8800

Line	Description	Quantity	Unit Price	Total Excl GST
	Consignment # 5831 IT 08/09-0046&08/09-0051 22Jan			
1	Proceeds from sale - Consignment # 5831	1.000	$1,520.91	$1,520.91
2	Cost of sales	1.000	$520.30-	$520.30-
	Total excl GST:		AUD	$1,000.61
	Total Goods & Services Tax			$100.06
Total amount including GST				**$1,100.67**

PAYMENT ADVICE

Enquiries: General-(02) 6277 8955 **Payment Terms:** 28 days from date of Invoice

No receipt mailed unless requested

Please detach this section and return with your payment to:

Collector of Public Monies
Department of Parliamentary Services
P O Box 6000
Parliament House
Canberra ACT 2600

Invoice No: 3105062 **Payment Terms:** 28 days from date of Inv.
Customer No: 1616
Cheques to be made payable to Department Of Parliamentary Services
Direct EFT Payments to:
BSB Number: 092009
Account No: 116659
Bank Name: Reserve Bank of Australia
Account Title: DPS Official Department Account
E-Mail: DPSFinance@aph.gov.au
Fascimile: (02) 6277 8800

Please charge this invoice to my MasterCard / Visa / Bankcard
|__|__|__|__| |__|__|__|__| |__|__|__|__| |__|__|__|__|
Verification No: |__|__|__|
Name on card:_____ Expiry:____/____
Signature:_____
Payment Amount: $ _____

Parliament of Australia
Department of Parliamentary Services

Declaration of surplus or unserviceable items form

08/09-0072.

Date: **12 March 2009** Reference No

RECEIVED
16 MAR 2009 170
ASSISTANT SECRETARY
INFRASTRUCTURE SERVICES, DPS

(To be allocated by DPS Support Services)

Line No.	Asset No., PE No or Stock code.	Short Description	Serial No.	Qty	Unit of Measure	Surplus/ Damaged/ Obsolete	Condition Code	Recommended action: Retain: Reuse	Recommended action: Retain: Reduce to Components	Recommended action: Dispose of as is: Sales	Recommended action: Dispose of as is: Gift	Recommended action: Dispose of as is: Destroy
a	b	c	d	e	f	g	h	i	j	k	l	m
1		Large round acrylic outdoor tables		2	each	Damaged	UR - 4			2		~~2~~
2		Medium round acrylic outdoor tables		1	each	Damaged	UR - 4	DOLA	Con/No.	1		~~1~~
3		Small round acrylic tables		1	each	Damaged	UR - 04		6018	1		~~1~~
4		Acrylic outdoor chairs		19	each	Damaged	UR - 04			19		~~19~~
5	items 5+6	Bertoia outdoor chairs		13	each	Damaged	O-3	~~12~~		13		~~1~~
6												
7												
8												
9												
10												
11												
12												

ENTERED
COMPLETED

The listed items are surplus to requirements. I have examined the items and recorded in column h the appropriate condition code for the items. I have recommended an action as shown in columns i to m and, where applicable, additional comments for damage appear overleaf.

Signature: Printed Name: Jacqueline Boguez Date: 12/03/09

I have examined the computer equipment listed on this form. Where the equipment contains a hard drive or other non-volatile memory it has been erased of all applications and data. I have also reviewed the condition of the equipment and agree with the assessment in column h.

Signature Printed Name Date

CONDITION CODES:

N - New
E – Used Reconditioned
O – Used Without Repairs
UR – Unrepairable
R Used Repairs Required

1 – Excellent
2 - Good
3 – Fair
4 - Poor

Attachment L

Parliament of Australia

Department of Parliamentary Services

TO DOLA AUCTIONS

Disposal Transfer Authority

Registration No.: 08/09-0072 **Date 27 March 09**

Line	Asset Number	Description	Serial Number	Quantity	Pallet No.
1		Large round acrylic outdoor tables		2	
2		Medium round acrylic outdoor tables		1	
3		Small round acrylic outdoor tables		1	
4		Acrylic outdoor chairs		19	
5		Bertoia outdoor chairs		13	

Vendor Receipt: The listed items have been received

Signature: Print Name: Date:

Naille

Henkel, Robert (DPS)

From: Chris Churchill (Allbids) [chris@allbids.com.au]
Sent: Monday, 4 May 2009 12:45 PM
To: 'D'Evelynes, Gary (DPS)'
Cc: Henkel, Robert (DPS); Sweeny, Ben (DPS)
Subject: RE: DISPOSALS REPORTS @ Allbids - May 09
Attachments: # 5875 DPS Report.pdf; # 5896 DPS Report.pdf; # 6018 DPS Report.pdf; # 5980 DPS Report.pdf

Hi Gary and Robert, please find attached Allbids reports for goods received our consignment # 5875 & 5896 & # 5980 & # 6018.

They are your reference:

5875 - IT Equipment 08-09/0041

5896 - IT Equipment 08-09/0058

5980 - Furniture 08-09/0064

6018 - Furniture 08-09/0069,70,71,72

Hard copy reports and payment will be posted to Sandra today

Regards

Chris Churchill
General Manager
http://www.allbids.com.au
chris@allbids.com.au
02 6239 2262
0417 080 460
02 6239 2264
Online Auctions Every Week
www.allbids.com.au

Asset List: Department of Parliamentary Services : 6018

	Item #	Description:	Asset #	Serial #	Close Date:	Auction Value:	
08/09-0066	1	Lot of 13 Matching Gaslift Ergonomic Chairs LINE 1	NO ASSET	NO SERIAL	31/03/2009 7:30:00 PM	$36.00	
08/09-0069	2	Lot of 10 Matching Gaslift Ergonomic Chairs LINE 1	NO ASSET	NO SERIAL	30/03/2009 7:30:00 PM	$11.00	
08/09-0066	3	Lot of Four Matching Highback Gaslift Ergonomic Chairs LINE 1	NO ASSET	NO SERIAL	1/04/2009 7:30:00 PM	$51.00	
08/09-0069	4	Lot of Seven Gaslift Ergonomic Chairs LINE 1	NO ASSET	NO SERIAL	2/04/2009 7:30:00 PM	$26.00	
8/09-0072	5	Lot of 10 "Bertoia" Outdoor Chairs LINE 5	NO ASSET	NO SERIAL	1/04/2009 7:35:00 PM	$36.00	10
	6	Lot of Three "Bertoia" Outdoor Chairs " "	NO ASSET	NO SERIAL	14/04/2009 7:55:00 PM	$7.00	3
8/09-0071	7	New in Box - Lexmark 12a6160 High Yield Print Cartridge - for T620/T622/X620	NO ASSET LINE 1	NO SERIAL	31/03/2009 8:25:00 PM	$168.00	
	8	New in Box - Lexmark 12a7460 Return Program Print Cartridge - for T630/T632/T634/X630/X632	NO ASSET "	NO SERIAL	31/03/2009 8:15:00 PM	$49.00	
	9	New in Box - Lexmark 12a7465 Extra High Yield Return Program Print Cartridge - for T632/T634/X632	NO ASSET "	NO SERIAL	31/03/2009 8:05:00 PM	$75.00	
	10	New in Box - Lexmark 12a6860 Return Program Print Cartridge - for T620/T622/X620	NO ASSET "	NO SERIAL	31/03/2009 8:05:00 PM	$50.00	
	11	New in Box - Lexmark 12a6865 High Yield Return Program Print Cartridge - for T620/T622/X620	NO ASSET "	NO SERIAL	31/03/2009 8:15:00 PM	$126.00	
	12	New in Box - Lexmark 12a6865 High Yield Return Program Print Cartridge - for T620/T622/X620	NO ASSET "	NO SERIAL	31/03/2009 8:15:00 PM	$150.00	
	13	New in Box - Konica 7020/7030/7025 Black Toner LINE 2	NO ASSET	NO SERIAL	31/03/2009 8:15:00 PM	$1.00	
8/09-0070	14	Box Lot of 26 Mobile Phones with Assorted Charges/Mobilephone/Pda Accessories LINES 1,3+4	0070 1-3-4 ✓	NO SERIAL	30/03/2009 7:30:00 PM	$131.00	
8/09-0069	15	3 x Blue Chairs LINE 2	NO ASSET	NO SERIAL	6/04/2009 7:35:00 PM	$1.00	
	16	3 x Pink Chairs " "	NO ASSET	NO SERIAL	6/04/2009 7:30:00 PM	$1.00	
8/09-0072	17	2 x Large Outdoor Pedestal Tables LINE 1	NO ASSET	NO SERIAL	7/04/2009 7:35:00 PM	$6.00	
" " "	18	Lot of 19 Plastic Acrylic Outdoor Stackable Chairs LINE 4	NO ASSET	NO SERIAL	7/04/2009 7:30:00 PM	$23.00	
8/09-0072	19	1 x Medium Outdoor Pedestal Table and 1 x Small Outdoor Pedestal Table Medium Table 820mm DiameterMustard TabletopCream BaseHole in Centre for Umbrella715mm High Small Table 555mm DiameterCream ColouredHole in Centre for Umbrella710mm HighTables Are Weathered From Outdoor Use *RECYCLED* LINES 2+3	NO ASSET	NO SERIAL	7/04/2009 7:35:00 PM	$0.00	
8/09-0069	20	Lot of 5 Brown Vinyl Chairs LINE 2	NO ASSET	NO SERIAL	7/04/2009 7:30:00 PM	$6.00	
	21	Lot of 5 Brown Vinyl Chairs LINE 2	NO ASSET	NO SERIAL	8/04/2009 7:55:00 PM	$2.00	
8/09-0066	22	Lot of 3 Maroon Ergonomic Gas Lift Office Chairs LINE 1	NO ASSET	NO SERIAL	8/04/2009 8:00:00 PM	$46.00	

Asset List: Department of Parliamentary Services : 6018

	Item #	Description:	Asset #	Serial #	Close Date:	Auction Value:
8/09-0066	23	Lot of 8 Blue Patterned Ergonomic Gas Lift Chairs LINE 1	NO ASSET	NO SERIAL	6/04/2009 7:30:00 PM	$41.00
	24	Lot of 7 Blue Ergonomic Gas Lift Office Chairs	NO ASSET	NO SERIAL	5/04/2009 7:30:00 PM	$15.00
	25	Lot of 3 Executive Maroon Ergonomic Gas Lift Office Chairs	NO ASSET	NO SERIAL	14/04/2009 7:35:00 PM	$175.00
8/09-0069	26	Lot of 5 Various Ergonomic Gas Lift Office Chairs LINE 1	NO ASSET	NO SERIAL	7/04/2009 7:35:00 PM	$16.00
8/09-0070	27	1 x HP N119 with Docking station - missing components - no power *RECYCLED* LINE 2	70 2	NO SERIAL	4/05/2009 11:40:07 AM	$0.00
					Total:	$1,249.00

Vendor Remittance

Account Sale / Tax Invoice

Remittance Date: 4/05/2009
ABN: 52 997 141 147
Payment: 1

Department of Parliamentary Services
PO BOX 6000
Canberra ACT 2600

Attn: Miss Sandra Elliot 08/09-0066

Department of Parliamentary Services(IT - 08/09-0069 & 0070 & 0071 & 0072 - 26 March 09)
Re: Consignment 6018
Please find attached asset listing details for the enclosed cheque.

Account Summary

Total Sales:		$1,249.00
	(GST Component: $113.55)	
Less Expenses:		
Commission @ 18.50%:	$231.06	
Testing/Diagnostics/Labour Fee's @ $5.00 each (27 items):	$135.00	
Level 1 Recycled Fee @ $10.00 each (2 items):	$20.00	
Bidder SMS Notifications @ $0.10 each (33 sent):	$3.30	
Expenses Total:		$389.36
GST on Expenses:		$38.94
Remittance Total:		**$820.70**
GST Implications:		
GST Collected on behalf of Vendor:		$113.55
GST Paid by Vendor:		$38.94

ABN: 26 101 308 105
Allbids.com.au Pty Ltd
Ph: (02) 6239 2262 **Fax:** (02) 6239 2264
Mail: PO Box 870 Fyshwick ACT 2609 **Email:** admin@allbids.com.au(Allbids)
7-9 Wiluna Street Fyshwick ACT 2609
www.allbids.com.au

St.George Bank Limited
60 Marcus Clarke Street, Canberra City ACT

st.george

date 4/5/09

Pay DEPT. Parliamentary Services or bearer

the sum of Eight hundred and twenty dollars and seventy cents

$ 820-70

ALLBIDS TRUST

Parliament of Australia
Department of Parliamentary Services

Declaration of surplus or unserviceable items form

RECEIVED
- 1 JUL 2009 422

Date: 21 January 2009

Reference No 09-10/0005
(To be allocated by DPS Support Services)

Line No.	Asset No., PE No or Stock code.	Short Description	Serial No.	Qty	Unit of Measure	Surplus/ Damaged/ Obsolete	Condition Code	Recommended action: Retain: Reuse	Recommended action: Retain: Reduce to Components	Recommended action: Dispose of as is: Sales	Recommended action: Dispose of as is: Gift	Recommended action: Dispose of as is: Destroy
a	b	c	d	e	f	g	h	i	j	k	l	m
1		Bertoia outdoors chairs		27	each		03	✓		✓		
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												

The listed items are surplus to requirements. I have examined the items and recorded in column h the appropriate condition code for the items. I have recommended an action as shown in columns i to m and, where applicable, additional comments for damage appear overleaf.

Signature: Printed Name: Jacqueline Rogusz Date: 1/7/09

I have examined the computer equipment listed on this form. Where the equipment contains a hard drive or other non-volatile memory it has been erased of all applications and data. I have also reviewed the condition of the equipment and agree with the assessment in column h.

Signature Printed Name Date

CONDITION CODES:

N - New
E – Used Reconditioned
O – Used Without Repairs
UR – Unrepairable
R Used Repairs Required

1 – Excellent
2 - Good
3 – Fair
4 - Poor

Assistant Secretary recommendation

The listed items are surplus damaged or obsolete and are of no further use to my branch. I support the recommended action.

Signature: Printed Name: Peter Collins Date: 3/7/09

Disposal Official

Recommended action: Agreed: ✓ Not Agreed: ☐

Signature: Printed Name: Boyd Kenney Date: 4/7/09

Attachment M

Department of Parliamentary Services

ABN 52 997 141 147

Receiver of Public Monies
Department of Parliamentary Services
PO Box 6000
Parliament House
Canberra ACT 2600

Allbids.com.au Pty Ltd
PO Box 870
FYSHWICK ACT 2609

Tax Invoice

Invoice No.: **3105828**
Invoice Date : 28.10.2009
Telephone: (02) 6277 8955
Fax (02) 6277 8800

COPY

Line	Description	Quantity	Unit Price	Total Excl GST
	Consignment 6438 09/10-0004 & 5			
1	Proceeds from sale	1.000	$722.73	$722.73
2	Cost of sales	1.000	$190.67-	$190.67-
	Total excl GST:		AUD	$532.06
	Total Goods & Services Tax			$53.20
Total amount including GST				**$585.26**

PAYMENT ADVICE
Enquiries: General-(02) 6277 8955

Payment Terms: 28 days from date of Invoice

No receipt mailed unless requested

Please detach this section and return with your payment to:

Receiver of Public Monies
Department of Parliamentary Services
P O Box 6000
Parliament House
Canberra ACT 2600

Invoice No: 3105828 **Payment Terms:** 28 days from date of Inv.
Customer No: 1616
Cheques to be made payable to Department Of Parliamentary Services
Direct EFT Payments to:
BSB Number: 092009
Account No: 116659
Bank Name: Reserve Bank of Australia
Account Title: DPS Official Department Account
E-Mail: DPSFinance@aph.gov.au
Fascimile: (02) 6277 8800

Please charge this invoice to my MasterCard / Visa / Bankcard
|__|__|__|__| |__|__|__|__| |__|__|__|__| |__|__|__|__|
Verification No: |__|__|__|
Name on card:_____ Expiry:___/___
Signature:_____
Payment Amount: $ _____

Vendor Remittance

Account Sale / Tax Invoice

Remittance Date: 23/10/2009
ABN: 52 997 141 147
Payment: 1

Department of Parliamentary Services
PO BOX 6000
Canberra ACT 2600

Attn: Mr Mark Odonohue

Department of Parliamentary Services(Delivery 09/10-0004 & 5)
Re: Consignment 6438
Remittance total has been deposited into: BSB: 092009 Acc: 116659

Account Summary

Total Sales:			$795.00
	(GST Component:	$72.27)	
Less Expenses:			
Commission @ 18.50%:		$147.07	
Testing/Diagnostics/Labour Fees @ $1.00 each (10 items):		$10.00	
Level 1 Recycled Fee @ $10.00 each (3 items):		$30.00	
'Information Technology' Item Fee @ $1.00 each:		$1.00	
Bidder SMS Notifications @ $0.10 each (26 sent):		$2.60	
Expenses Total:			$190.67
GST on Expenses:			$19.07
Remittance Total:			**$585.26**
GST Implications:			
GST Collected on behalf of Vendor:			$72.27
GST Paid by Vendor:			$19.07

ABN: 26 101 308 105
Allbids.com.au Pty Ltd
Ph: (02) 6239 2262 **Fax:** (02) 6239 2264
Mail: PO Box 870 Fyshwick ACT 2609 **Email:** admin@allbids.com.au(Allbids)
7-9 Wiluna Street Fyshwick ACT 2609
www.allbids.com.au

Asset List: Department of Parliamentary Services : 6438

Item #	Description:	Asset #	Serial #	Close Date:	Auction Value:
1	Lot of Five "Bertoia" Outdoor Chairs 09/10-0005 L1	NO ASSET	NO SERIAL	27/07/2009 7:45:00 PM	$145.00
2	Lot of Five "Bertoia" Outdoor Chairs "	NO ASSET	NO SERIAL	28/07/2009 8:15:00 PM	$89.00
3	Lot of Five "Bertoia" Outdoor Chairs "	NO ASSET	NO SERIAL	29/07/2009 7:55:00 PM	$106.00
4	Lot of Five "Bertoia" Outdoor Chairs "	NO ASSET	NO SERIAL	28/07/2009 8:15:00 PM	$87.00
5	Lot of Five "Bertoia" Outdoor Chairs "	NO ASSET	NO SERIAL	28/07/2009 8:25:00 PM	$93.00
6	Lot of Two "Bertoia" Outdoor Chairs "	NO ASSET	NO SERIAL	29/07/2009 8:05:00 PM	$80.00
7	Box of Keyboards *RECYCLED* 09/10-0004 L5	NO ASSET	NO SERIAL	5/08/2009 4:26:03 PM	$0.00
8	Acer Veriton 7800 Pentium D 2.8GHz " L2	P56087	62301416	9/08/2009 8:00:00 PM	$87.00
9	Ricoh 3310L fax machine *RECYCLED* " L1	S0000274	NO SERIAL	5/08/2009 4:42:04 PM	$0.00
10	Ricoh 4800L fax machine *RECYCLED* " L4	P53451	NO SERIAL	5/08/2009 4:43:34 PM	$0.00
11	GBC Forddigraph Binder Machine " L3	0008728	NO SERIAL	12/08/2009 8:15:00 PM	$108.00
				Total:	$795.00

Source:	Disposal Agent	FA	FA	FA	Disposal Agent	N/A	N/A	N/A	Share of	EDF Ref
	Item No	Item Type	Inv No	CC	Gross	%	GST	Proceeds	Costs	
	1-6	Exp	N/A	2048	600.00	75.47%	54.55	545.45	143.90	09/10-0005 L1
	7	Exp	N/A	2048	0.00	0.00%	-	-	-	09/10-0004 L5
208487	9	LVA	S0000274	2048	0.00	0.00%	-	-	-	09/10-0004 L1
	10	Exp	N/A	2048	0.00	0.00%	-	-	-	09/10-0004 L4
	11	Exp	N/A	2048	108.00	13.58%	9.82	98.18	25.89	09/10-0004 L3
		Exp	N/A	2048		0.00%	-	-	-	
		TOTAL EXPENSE/STORES			708.00	89.05%	64.37	643.63	169.79	
JOURNALS GENERATED BY SAP FA MODULE	*TOTALS*				795.00	99.99%	72.28	722.72	190.65	

DATA FROM ALLBIDS AUCTIONS' TAX INVOICE

Add Data As Appropriate...

Disposal Agent Disposal Date	23-Oct-09	6438

(Note: This is the date of Disposal for the Asset Records).

SALES DATA

		Check of GST
Sales + GST	795.00	72.27
GST Collected for Vendor	72.27	
Gross Sales	722.73	

EXPENSES DEDUCTED

	+GST	GST Paid	Check of GST	Exp
Commission	161.78	14.71	14.71	147.07
Card Fees	-	-	-	-
State/Fed Tax	-	-	-	-
Insurance	-	-	-	-
Tech/Srv Fees	14.96	1.36	1.36	13.60
Tipping Fees	33.00	3.00	3.00	30.00
Freight	-	-	-	-
	209.74	**19.07**	**19.07**	**190.67**

CHEQUE DETAILS

Sale Proceeds	512.99	
GST Collected	72.27	
Cheque Amount	585.26	* AR Invoice No 3105828

RECEIVED
26 NOV 2010 1064
ASSISTANT SECRETARY
ADMINISTRATIVE SERVICES, DPS

Parliament of Australia
Department of Parliamentary Services

Declaration of surplus or unserviceable items form

Date: 24 November 2010 Reference No 10110039

(To be allocated by DPS Support Services)

Line No.	Asset No., PE No or Stock code.	Short Description	Serial No.	Qty	Unit of Measure	Surplus/ Damaged/ Obsolete	Condition Code	Recommended action: Retain: Reuse	Recommended action: Retain: Reduce to Components	Recommended action: Dispose of as is: Sales	Recommended action: Dispose of as is: Gift	Recommended action: Dispose of as is: Destroy
a	b	c	d	e	f	g	h	i	j	k	l	m
1	No asset no	Outdoor Bertoia dining chairs	49	24	each		03			2428		
2	No asset no	Outdoor Bertoia lounge chairs	19	9	each		03			910		
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												

The listed items are surplus to requirements. I have examined the items and recorded in column h the appropriate condition code for the items. I have recommended an action as shown in columns i to m and, where applicable, additional comments for damage appear overleaf.

Signature Printed Name: JACQUELINE BOGUSZ Date: 24/11/10

I have examined the computer equipment listed on this form. Where the equipment contains a hard drive or other non-volatile memory it has been erased of all applications and data. I have also reviewed the condition of the equipment and agree with the assessment in column h.

Signature Printed Name Date

CONDITION CODES:

N - New
E – Used Reconditioned
O – Used Without Repairs
UR – Unrepairable
R Used Repairs Required

1 – Excellent
2 - Good
3 – Fair
4 - Poor

Assistant Secretary recommendation

The listed items are surplus damaged or obsolete and are of no further use to my branch. I support the recommended action.

Signature Printed Name F HANCEY Date 24/11/10

Disposal Official

Recommended action: Agreed: ✓ Not Agreed: ☐

C Kenny 01/12/10

Attachment N

Department of Parliamentary Services

ABN 52 997 141 147

Receiver of Public Monies
Department of Parliamentary Services
PO Box 6000
Parliament House
Canberra ACT 2600

Allbids.com.au Pty Ltd
PO Box 870
FYSHWICK ACT 2609

Tax Invoice

Invoice No.: **3107256**
Invoice Date : 22.03.2011
Telephone: (02) 6277 8955
Fax (02) 6277 8800

COPY

Line	Description	Quantity	Unit Price	Total Excl GST
	Consignment 8323 - Delivery 10/12/2010 - Dept'l			
1	Proceeds from sale	1.000	$1,647.27	$1,647.27
2	Cost of sales	1.000	$369.58-	$369.58-
	Total excl GST:		AUD	$1,277.69
	Total Goods & Services Tax			$127.78
Total amount including GST				**$1,405.47**

PAYMENT ADVICE
Enquiries: General-(02) 6277 8955

Payment Terms: 28 days from date of Invoice

No receipt mailed unless requested

Please detach this section and return with your payment to:

Receiver of Public Monies
Department of Parliamentary Services
P O Box 6000
Parliament House
Canberra ACT 2600

Invoice No: 3107256 **Payment Terms:** 28 days from date of Inv.
Customer No: 1616
Cheques to be made payable to Department Of Parliamentary Services
Direct EFT Payments to:
BSB Number: 092009
Account No: 116659
Bank Name: Reserve Bank of Australia
Account Title: DPS Official Department Account
E-Mail: DPSFinance@aph.gov.au
Fascimile: (02) 6277 8800

Please charge this invoice to my MasterCard / Visa
|__|__|__|__| |__|__|__|__| |__|__|__|__| |__|__|__|__|
Verification No: |__|__|__|
Name on card:_____ Expiry:____/____
Signature:_____
Payment Amount: $ _____

DATA FROM ALLBIDS AUCTIONS' TAX INVOICE

Add Data As Appropriate...

Disposal Agent Disposal Date	18-Mar-11	8323

(Note: This is the date of Disposal for the Asset Records).

SALES DATA

		Check of GST
Sales + GST	1,812.00	164.73
GST Collected for Vendor	164.73	
Gross Sales	1,647.27	

EXPENSES DEDUCTED

	+GST	GST Paid	Check of GST	Exp
Commission			-	-
Card Fees	-	-	-	-
State/Fed Tax	-	-	-	-
Insurance	-	-	-	-
Tech/Srv Fees			-	-
Tipping Fees			-	-
Freight	-	-	-	-
	406.53	36.95	36.95	369.58

CHEQUE DETAILS

Sale Proceeds	1,240.74	
GST Collected	164.73	
Cheque Amount	1,405.47	* AR Invoice No 3107256

Source:	Disposal Agent	FA	FA	FA	Disposal Agent	N/A	N/A	N/A	Share of	GST	EDF Ref
	Item No	Item Type	Inv No	CC	Gross	%	GST	Proceeds	Costs	Paid	
203652 -	1	LVA	PL10152	2048	0.00	0.00%	-	-	-	-	EDF 10/11-0037
	38	Exp	N/A	2048	6.00	0.33%	0.55	5.45	1.22	0.12	EDF 10/11-0038 L11
	39	Exp	N/A	2048	0.00	0.00%	-	-	-	-	EDF 10/11-0038
	40	Exp	N/A	2048	11.00	0.61%	1.00	10.00	2.25	0.22	EDF 10/11-0038 L10
	41	Exp	N/A	2048	87.00	4.80%	7.91	79.09	17.73	1.76	EDF 10/11-0038 L9
	42	Exp	N/A	2048	6.00	0.33%	0.55	5.45	1.22	0.12	EDF 10/11-0038 L1-8
		Exp	N/A	2048		0.00%	-	-	-	-	
		TOTAL EXPENSE/STORES			110.00	6.07%	10.01	99.99	22.42	2.22	
JOURNALS GENERATED BY SAP FA MODULE	*TOTALS*				1,812.00	100.02%	164.73	1,647.27	369.58	36.95	

Department of Parliamentary Services

ABN 52 997 141 147

Receiver of Public Monies
Department of Parliamentary Services
PO Box 6000
Parliament House
Canberra ACT 2600

Allbids.com.au Pty Ltd
PO Box 870
FYSHWICK ACT 2609

Tax Invoice

Invoice No.: **1600061**
Invoice Date : 22.03.2011
Telephone: (02) 6277 8955
Fax (02) 6277 8800

COPY

Line	Description	Quantity	Unit Price	Total Excl GST
	Consignment 8323 - Delivery 10/12/2010 - Admin			
1	Proceeds from sale	1.000	$2,170.00	$2,170.00
2	Cost of sales	1.000	$486.93-	$486.93-
	Total excl GST:		AUD	$1,683.07
	Total Goods & Services Tax			$168.30
Total amount including GST				**$1,851.37**

PAYMENT ADVICE

Enquiries: General-(02) 6277 8955

Payment Terms: 28 days from date of Invoice

No receipt mailed unless requested

Please detach this section and return with your payment to:

Receiver of Public Monies
Department of Parliamentary Services
P O Box 6000
Parliament House
Canberra ACT 2600

Invoice No: 1600061 **Payment Terms:** 28 days from date of Inv.
Customer No: 1616
Cheques to be made payable to Department Of Parliamentary Services
Direct EFT Payments to:
BSB Number: 092009
Account No: 116659
Bank Name: Reserve Bank of Australia
Account Title: DPS Official Department Account
E-Mail: DPSFinance@aph.gov.au
Fascimile: (02) 6277 8800

Please charge this invoice to my MasterCard / Visa
|__|__|__|__| |__|__|__|__| |__|__|__|__| |__|__|__|__|
Verification No: |__|__|__|
Name on card:_____ Expiry:____/____
Signature:_____
Payment Amount: $ _____

DISPOSAL AGENT'S SALES SUMMARY DATA/ASSET PROCEEDS CALCULATIONS
Data Sourced from Disposal Agent's Sales Summary Document & DPS SAP Fixed Asset Module

Source:	Disposal Agent	FA	FA	FA	Disposal Agent	N/A	N/A	N/A	Share of	GST	EDF Ref
Asset No	Item No	Item Type	Inv No	CC	Gross	%	GST	Proceeds	Costs	Paid	
		ASSET		2048		0.00%	-	-	-	-	
		ASSET		2048		0.00%	-	-	-	-	
		TOTAL CAPITAL ASSETS			0.00	0.00	0.00	0.00	0.00	0.00	

1 Recognise Revenue (CPM Banking of Cheque)

Coy Code	Cost Ctr	ACCT				DR	CR	Description
3000	3048	50210					1,634.37	Asset Revenue Clearing
3000	3048	20720					217.00	GST Collected (Output)
3000	3048	20040				1,851.37		Bank
	Journal Total					1,851.37	1,851.37	

Note: Posted by CPM at time cheque is received (AR Module)

2 Transfer Disposal Costs to Expense Account

Coy Code	Cost Ctr	ACCT				DR	CR	Description
3000	3048	30300				2,170.00		Asset Revenue Clearing
3000	3048	50210					1,683.07	Sale of Stores
3000	3048	47050					486.93	Cost of Disposals of Assets
	Journal Total					2,170.00	2,170.00	

Note: Journal Requires Posting

3 Recognise GST Paid on Disposal Costs

Coy Code	Cost Ctr	ACCT				DR	CR	Description
3000	3048	30300						Asset Revenue Clearing
3000	3048	20710				-		Asset Sale GST Paid (Input)
	Journal Total					-	-	

Note: Journal Requires Posting

Check Entries to SAP Proceeds on Disposal (30300)

Asset Sales			2,170.00
Less :	**Expense Items/Stores Sales to Stores Sales Revenue**	-	2,170.00
Proceeds on Disposals of SAP Assets			-

Account Sale / Tax Invoice

Department of Parliamentary Services
PO BOX 6000
Canberra, ACT 2600

ABN: 52 997 141 147

Attn: Mark Odonohue

RE: Consignment # 8323 - Delivery 10/12/10
Remittance Total Has Been Deposited Into - BSB: 092 009 - ACC: 116 659

Summary				
Total Sales			**$**	**4,199.00**
(GST Component)			**$**	**381.73**
Less Expenses				
Commission @ 18.5%	**$**	**776.81**		
I.T / Electrical - 28 @ $1 Each	**$**	**28.00**		
Recycling Fees - 4 Items @ $10.00	**$**	**40.00**		
Bidder SMS Notifications - 117 @ $0.10 Each	**$**	**11.70**		
			$	**856.51**
GST on Expenses			**$**	**85.65**
REMITTANCE TOTAL			**$**	**3,256.84**
GST Implications				
GST Collected on behalf of Vendor			$	381.73
GST PAID by Vendor			$	85.65

www.ALLBIDS.com.au
7-9 Wiluna Street FYSHWICK ACT 2609
Mail: PO Box 870 FYSHWICK 2609 **Email:** admin@ALLBIDS.com.au
Ph. 02 6239 2262 **Fax.** 02 6239 2264 **ABN** 26 101 308 105

Item	Title	Serial Number	Asset Number	Auction Realisation
1	Panasonic TC-51RM52A 53cm Colour CRT Television-V	PA9DD0043	NO ASSET	Recycled
2	HP L1925 19 Inch LCD Monitor 0036	CNB3370195	PL11345	$41.00
3	HP L1925 19 Inch LCD Monitor "	CNB44601R0	S0000263	$40.00
4	HP L1925 19 Inch LCD Monitor "	CNB33701W9	PL11348	$41.00
5	HP L1925 19 Inch LCD Monitor "	CNB337019B	PL11331	$40.00
6	HP L1925 19 Inch LCD Monitor "	CNB3370199	PL11344	$40.00
7	HP L1925 19 Inch LCD Monitor "	CNB32301LK	PL11281	$37.00
8	HP L1925 19 Inch LCD Monitor "	CNB32301K0	PL11283	$42.00
9	HP L1925 19 Inch LCD Monitor "	CNB32301JZ	PL11280	$40.00
10	Acer AL1922 19 Inch LCD Monitor "	ETL25080885460(	S0000924	$39.00
11	HP L1925 19 Inch LCD Monitor "	CNB3370198	PL11332	$36.00
12	HP L1925 19 Inch LCD Monitor "	CNB32304SF	PL11286	$40.00
13	HP L1925 19 Inch LCD Monitor "	CNB3370193	PL11343	$37.00
14	HP L1925 19 Inch LCD Monitor "	CNB3370194	PL11342	$41.00
15	HP L1925 19 Inch LCD Monitor "	CNB337019F	PL11347	$42.00
16	HP L1925 19 Inch LCD Monitor - Does Not Power Up "	CNB32301KZ	PL11284	Recycled
17	HP L1825 18 Inch LCD Monitor "	TW304PH448	PL11233	$32.00
18	Acer AL1912 19 Inch LCD Monitor "	ETL23020415170(	S0000302	$41.00
19	Acer AL1912 19 Inch LCD Monitor "	ETL23020415170(	S0000303	$39.00
20	Acer AL1912 19 Inch LCD Monitor "	ETL23020415170(	S0000304	$32.00
21	Lot of 4 Baby Bertoia Chairs 0039	NO SERIAL	NO ASSET	$70.00
22	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$81.00
23	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$40.00
24	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$43.00
25	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$78.00
26	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$61.00
27	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$71.00
28	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$91.00
29	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$76.00
30	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$75.00
31	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$80.00
49 32	Lot of 5 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$107.00
33	Lot of 4 Diamond Bertoia Chairs "	NO SERIAL	NO ASSET	$366.00
34	Lot of 4 Diamond Bertoia Chairs "	NO SERIAL	NO ASSET	$326.00
35	Lot of 4 Diamond Bertoia Chairs "	NO SERIAL	NO ASSET	$326.00
36	Lot of 4 Diamond Bertoia Chairs "	NO SERIAL	NO ASSET	$316.00
19 37	Lot of 3 Diamond Bertoia Chairs "	NO SERIAL	NO ASSET	$180.00

0037

ADMIN

DPS # 8323

Item	Title	Serial Number	Asset Number	Auction Realisation
1	Panasonic TC-51RM52A 53cm Colour CRT Television-V	PA9DD0043	NO ASSET	Recycled 10/11-0037
2	HP L1925 19 Inch LCD Monitor 10/11-0036	CNB3370195	PL11345	$41.00
3	HP L1925 19 Inch LCD Monitor "	CNB44601R0	S0000263	$40.00
4	HP L1925 19 Inch LCD Monitor "	CNB33701W9	PL11348	$41.00
5	HP L1925 19 Inch LCD Monitor "	CNB337019B	PL11331	$40.00
6	HP L1925 19 Inch LCD Monitor "	CNB3370199	PL11344	$40.00
7	HP L1925 19 Inch LCD Monitor "	CNB32301LK	PL11281	$37.00
8	HP L1925 19 Inch LCD Monitor "	CNB32301K0	PL11283	$42.00
9	HP L1925 19 Inch LCD Monitor "	CNB32301JZ	PL11280	$40.00
10	Acer AL1922 19 Inch LCD Monitor "	ETL25080885460	S0000924	$39.00
11	HP L1925 19 Inch LCD Monitor "	CNB3370198	PL11332	$36.00
12	HP L1925 19 Inch LCD Monitor "	CNB32304SF	PL11286	$40.00
13	HP L1925 19 Inch LCD Monitor "	CNB3370193	PL11343	$37.00
14	HP L1925 19 Inch LCD Monitor "	CNB3370194	PL11342	$41.00
15	HP L1925 19 Inch LCD Monitor "	CNB337019F	PL11347	$42.00
16	HP L1925 19 Inch LCD Monitor - Does Not Power Up " -	CNB32301KZ	PL11284	Recycled
17	HP L1825 18 Inch LCD Monitor "	TW304PH448	PL11233	$32.00
18	Acer AL1912 19 Inch LCD Monitor "	ETL23020415170	S0000302	$41.00
19	Acer AL1912 19 Inch LCD Monitor "	ETL23020415170	S0000303	$39.00
20	Acer AL1912 19 Inch LCD Monitor "	ETL23020415170	S0000304	$32.00
21	Lot of 4 Baby Bertoia Chairs 10/11-0039	NO SERIAL	NO ASSET	$70.00
22	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$81.00
23	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$40.00
24	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$43.00
25	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$78.00
26	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$61.00
27	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$71.00
28	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$91.00
29	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$76.00
30	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$75.00
31	Lot of 4 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$80.00
32	Lot of 5 Baby Bertoia Chairs "	NO SERIAL	NO ASSET	$107.00
33	Lot of 4 Diamond Bertoia Chairs "	NO SERIAL	NO ASSET	$366.00
34	Lot of 4 Diamond Bertoia Chairs "	NO SERIAL	NO ASSET	$326.00
35	Lot of 4 Diamond Bertoia Chairs "	NO SERIAL	NO ASSET	$326.00
36	Lot of 4 Diamond Bertoia Chairs "	NO SERIAL	NO ASSET	$316.00
37	Lot of 3 Diamond Bertoia Chairs "	NO SERIAL	NO ASSET	$180.00

ADMIN

Item	Title	Serial Number	Asset Number	Auction Realisation	
38	StorageTek Silkworm 2800 StorageNet Fibre Channel S	9.03004E+11	NO ASSET	$6.00	10/11-0038 L11
39	Unbranded 10 Bay HDD Array - No HDD's NCV - 	NO SERIAL	NO ASSET	Recycled	"
40	4RU Chassis With 8 x Network Expansion Cards	1111014	NO ASSET	$11.00	" L10
41	4RU Chassis With 8 x Network Expansion Cards	4.88E+11	NO ASSET	$87.00	" L9
42	Lot of 8 x 10 Bay Hard Drive Chassis'	486000001539 / 4	NO ASSET	$6.00	" L1-8
43	HP ProLiant DL380 Dual Xeon 3.2Ghz 2 RU Server	H038LDND2F	P55546	$70.00	0051 L4
44	HP ProLiant DL380 Xeon 3.4Ghz 2 RU Server	AUB51704DH	P55730	$57.00	" L6
45	HP Proliant ML350 Dual Xeon 2.8GHz 5 RU Server	311524-371	P55545	$37.00	" L9
46	HP ProLiant DL380 Dual Xeon 3.2Ghz 2 RU Server	H351LDN40166	PL11516	$61.00	" L3
47	HP ProLiant DL380 Xeon 3.2Ghz 2 RU Server	H08LLDND2F	13799	$72.00	" L1
48	HP ProLiant DL380 G5 Dual Dual-Xeon 3Ghz 2 RU Ser	AUB71100GV	S0002594	$570.00	" L7
49	HP ProLiant DL380 Xeon 3.2Ghz 2 RU Server	AUB6180051	P55794	$61.00	" L8
50	Compaq ProLiant DL380 Pentium III 2 RU Server - No H	H228JZG20164	P54727	Recycled	" L5
51	HP ProLiant DL380 Dual Xeon 3.2Ghz 2 RU Server	H351LDN40170	PL11513	$42.00	" L2
7916-19	Acer AL1931 19 Inch LCD Monitor - Unpaid from previou	ETL07020074180 006EED00/ ETL07020074180 00ADED00	S0000654	$32.00	10/11-0018-L7
				$4,199.00	

ISB - 11 - 142

Parliament of Australia
Department of Parliamentary Services

Declaration of surplus or unserviceable items form

18 FEB 2011
ASSISTANT SECRETARY INFRASTRUCTURE SERVICES, DPS

Date: **17 February 2011** Reference No. **10110080**

(To be allocated by DPS Support Services)

Line No.	Asset No., PE No or Stock code.	Short Description	Serial No.	Qty	Unit of Measure	Surplus/ Damaged/ Obsolete	Condition Code	Recommended action: Retain: Reuse	Recommended action: Retain: Reduce to Components	Recommended action: Dispose of as is: Sales	Recommended action: Dispose of as is: Gift	Recommended action: Dispose of as is: Destroy
a	b	c	d	e	f	g	h	i	j	k	l	m
1	No asset number	Security desk – replaced by new security desk		1	each	S	O - 3			1		
2	No asset numbers	Bertioa outdoor chairs		3	each	O	O			3		
3	No asset number	Bertioa outdoor chairs		1	each	D	UR - 4					1
4												
5												
6												
7												
8												
9												
10												
11												
12												

The listed items are surplus to requirements. I have examined the items and recorded in column h the appropriate condition code for the items. I have recommended an action as shown in columns i to m and, where applicable, additional comments for damage appear overleaf.

Signature: Printed Name: *Jacqueline Bogusz* Date: 17.2.11

I have examined the computer equipment listed on this form. Where the equipment contains a hard drive or other non-volatile memory it has been erased of all applications and data. I have also reviewed the condition of the equipment and agree with the assessment in column h.

Signature Printed Name Date

CONDITION CODES:

N - New
E – Used Reconditioned
O – Used Without Repairs
UR – Unrepairable
R Used Repairs Required

1 – Excellent
2 - Good
3 – Fair
4 - Poor

Attachment O

Assistant Secretary recommendation

The listed items are surplus damaged or obsolete and are of no further use to my branch. I support the recommended action.

Signature: Printed Name: Freda Hanley Date: / /

Disposal Official

Recommended action: Agreed: [X] Not Agreed: [ ]

Signature: Printed Name: C. Kenny Date: 21/03/11

Complete the following for items listed for destruction:

CERTIFICATE OF DESTRUCTION:

The items listed in column m have been destroyed under my personal supervision,

on: / / by.....Ryan O'Brien..... means.

Disposal Officer:

Signature: Printed Name: W Evans Date: 13/4/11

Witness:

Signature: Printed Name: Ryan O'Brien Date: / /

ASSET MANAGER CERTIFICATE:

I certify that the Asset Register has been updated.

Signature: Printed Name: Date: / /

DATA MAINTENANCE OFFICER CERTIFICATE:

I certify that the Equipment Catalogue has been updated

Signature: Printed Name: Date: / /

NOTES

- An assessment was conducted on the security desk on Thu 17 Feb 2011. The desk has recently been replaced by a new security desk design and is unable to be relocated in the building.
- An assessment was conducted on the four bertioa outdoor chairs on Thu 17 Feb 2011. Three chairs are in a condition to be reused with one of the chairs broken underneath the seat area and unable to be safely sat on.

NOTES

Department of Parliamentary Serv

ABN 52 997 141 147

Background - 2011 disposal form

Allbids.com.au Pty Ltd
PO Box 870
FYSHWICK ACT 2609

Line	Description	Quantity	Unit Price	Total Excl GST
	Consignment 8690 Chris Eggleston 24/3/2011			
1	Proceeds from sale	1.000	$338.18	$338.18
2	Cost of sales	1.000	$178.53-	$178.53-
	Total excl GST:		AUD	$159.65
	Total Goods & Services Tax			$15.97
Total amount including GST				**$175.62**

PAYMENT ADVICE

Enquiries: General-(02) 6277 8955

Payment Terms: 28 days from date of Invoice

No receipt mailed unless requested

Please detach this section and return with your payment to:

Receiver of Public Monies
Department of Parliamentary Services
P O Box 6000
Parliament House
Canberra ACT 2600

Invoice No: 3107624 **Payment Terms:** 28 days from date of Inv.
Customer No: 1616
Cheques to be made payable to Department Of Parliamentary Services
Direct EFT Payments to:
BSB Number: 092009
Account No: 116659
Bank Name: Reserve Bank of Australia
Account Title: DPS Official Department Account
E-Mail: DPSFinance@aph.gov.au
Fascimile: (02) 6277 8800

Please charge this invoice to my MasterCard / Visa
|__|__|__|__| |__|__|__|__| |__|__|__|__| |__|__|__|__|
Verification No: |__|__|__|
Name on card:_____ Expiry:____/____
Signature:_____
Payment Amount: $ _____

Vendor Remittance

Account Sale / Tax Invoice

Remittance Date: 27/06/2011
ABN: 52 997 141 147
Payment: 2

Department of Parliamentary Services
PO BOX 6000
Canberra ACT 2600

Attn: Mr Chris Eggleston
Department of Parliamentary Services(Delivery 24/03/11)
Re: Consignment 8690
Remittance total has been deposited into: BSB: 092009 Acc: 116659

Account Summary

Total Sales:		$450.00
(GST Component:	$40.91)	
Less Expenses:		
Commission @ 18.50%:	$83.25	
Labour, Storage, Admin and Advertising @ $1.00 each (5 items):	$5.00	
Item Relist Fees @ $10.00 each (3 items):	$30.00	
Level 1 Recycled Fee @ $10.00 each (7 items):	$70.00	
'Office Furniture' Item Fee @ $1.00 each:	$25.00	
Bidder SMS Notifications @ $0.10 each (27 sent):	$2.70	
Expenses Total:		$215.95
GST on Expenses:		$21.60
Remittance Total:		**$212.46**
GST Implications:		
GST Collected on behalf of Vendor:		$40.91
GST Paid by Vendor:		$21.60

ABN: 26 101 308 105
ALLBIDS.com.au Pty Ltd
Ph: (02) 6239 2262 **Fax:** (02) 6239 2264
Mail: PO Box 870 Fyshwick ACT 2609 **Email:** admin@ALLBIDS.com.au(ALLBIDS)
7-9 Wiluna Street Fyshwick ACT 2609
www.ALLBIDS.com.au

Asset List: Department of Parliamentary Services : 8690

Item #	Description:		Asset #	Serial #	Close Date:	Auction Value:
1	Grey Melamine Bookcase	0081	NO ASSET	NO SERIAL	5/04/2011 7:30:00 PM	$26.00
2	Lot of 2 Grey Melamine Storage Cabinets	"	NO ASSET	NO SERIAL	6/04/2011 7:45:00 PM	$16.00
3	White Melamine Bookcase	"	NO ASSET	NO SERIAL	7/04/2011 7:30:00 PM	$5.00
4	Lot of 2 Timber Veneer Tables	"	NO ASSET	NO SERIAL	4/04/2011 7:30:00 PM	$36.00
5	White Timber Pigeon Holes	"	NO ASSET	NO SERIAL	5/04/2011 7:30:00 PM	$53.00
6	Timber Veneer Storage Cabinet	"	NO ASSET	NO SERIAL	6/04/2011 7:30:00 PM	$8.00
7	Lot of 3 Baby Bertoia Chairs	0080 L2	NO ASSET	NO SERIAL	7/04/2011 7:50:00 PM	$78.00 ADMIN
8	JVC VCR Recorder - No Commercial Value *RECYCLED*	0081	P52598	132N0630	24/03/2011 4:43:42 PM	$0.00
9	Timber Veneer Desk	0080 L1	NO ASSET	NO SERIAL	5/04/2011 7:30:00 PM	$21.00
10	Timber Veneer Desk with Return *RECYCLED*	0081	NO ASSET	NO SERIAL	6/04/2011 7:30:00 PM	$0.00
11	Timber Veneer Desk	"	NO ASSET	NO SERIAL	7/04/2011 7:30:00 PM	$3.00
12	Timber Veneer Desk with Return	"	NO ASSET	NO SERIAL	4/04/2011 7:30:00 PM	$16.00
13	Round Timber Veneer Table *RECYCLED*	"	NO ASSET	NO SERIAL	5/04/2011 7:30:00 PM	$0.00
14	Round Timber Veneer Table	"	NO ASSET	NO SERIAL	6/04/2011 7:30:00 PM	$6.00
15	Lot of 3 Timber Veneer Mobile Pedestal Units	"	NO ASSET	NO SERIAL	7/04/2011 7:30:00 PM	$22.00
16	Lot of 6 Black Leather Chairs	0081 L5	NO ASSET	NO SERIAL	4/04/2011 7:35:00 PM	$73.00
17	Lot of 6 Black Chairs	0081	NO ASSET	NO SERIAL	5/04/2011 7:30:00 PM	$6.00
18	Lot of 4 Timber Chairs	"	NO ASSET	NO SERIAL	6/04/2011 7:30:00 PM	$1.00
19	Green Chair *RECYCLED*	"	NO ASSET	NO SERIAL	7/04/2011 7:30:00 PM	$0.00
20	Blue Gas Lift Office Chair - Back Rest Damaged - No Commercial Value *RECYCLED*	"	NO ASSET	NO SERIAL	28/03/2011 4:24:50 PM	$0.00
21	Lot of 4 Blue Office Chairs	"	NO ASSET	NO SERIAL	4/04/2011 7:30:00 PM	$12.00
22	Schiavello 4000CL Office Chair	"	NO ASSET	NO SERIAL	5/04/2011 7:30:00 PM	$6.00
23	Lot of 3 Office Chairs	"	NO ASSET	NO SERIAL	6/04/2011 7:30:00 PM	$16.00
24	Grey Melamine Desk	"	NO ASSET	NO SERIAL	7/04/2011 7:30:00 PM	$29.00
25	Lot of 2 Melamine Mobile Pedestal Units	"	NO ASSET	NO SERIAL	4/04/2011 7:30:00 PM	$4.00

Attachment P 37

15 December 1993

NOTE FOR FILE

REJUVENATION OF OUTDOOR FURNITURE - WIRE CHAIRS

As part of the furniture and fit-out program for Parliament House, the Parliament House Construction Authority (PHCA) designed and had manufactured for Parliament House wire outdoor chairs coated in white plastic.

These chairs were located on the Queen's Terrace and scattered throughout courtyards etc. Over the years, this outdoor furniture was subject to wear and tear, with the plastic feet on the bottom of the chairs wearing through, thus damaging the plastic coating, allowing weather to penetrate and rust the wire.

In addressing this problem, the Department sought to replace the wire chairs with a more serviceable unit. However, after researching the market place, it became apparent the only outdoor chair available was a bulky design, which when grouped together gave a visual impression of a 'sea' of white or grey chairs. This was clearly not the intention of the PHCA when designing outdoor furniture. It was obvious that the wire design was selected as a practical soft design.

Given this, contact was made with the original manufacturer of the chairs, and quotes obtained to rejuvenate the original chairs with a more serviceable foot design that will last far beyond the original design.

In comparing quotes for rejuvenation as opposed to purchasing new furniture, it was more cost-effective in terms of serviceability and maintenance of the original design intent to rejuvenate the original chairs.

Consequently, the decision was taken to recycle the original outdoor furniture.

J McCUTCHEON
Director Property Services

Attachment Q

dle

45

MINUTE PAPER

RECEIVED
- 2 FEB 1994
Secretary
Joint House Department

25 JAN 1994

Secretary — To note please

Through

Director, Property Services

Assistant Secretary (Property Management)

RECEIVED
25 JAN 1994
AS (Property Management)

Agreement to extend is approved. This is by far the most cost-effective solution.

REPAIRS TO WHITE PLASTIC COATED CHAIRS

During the past few months we have undertaken a program of refurbishment of the outdoor plastic coated wire chairs. So far 165 chairs have been refurbished against the original order which was placed on Namkil Engineering for 200 chairs at $108 each ($21,600) plus freight. The contract with Namkil was the subject of a Parliamentary Question by Senator Calvert (folios 32 - 35).

Over 400 of the plastic coated chairs were purchased by the PHCA for Parliament House. The most badly damaged chairs were given priority in the refurbishment program but notwithstanding this the remaining 200 chairs require refurbishment. All chairs have suffered from the same two design weaknesses ie. poorly designed plastic feet which wore quickly and fell off causing wear and rusting of the chair base and inadequate fixing of the seat mounts which fractured the plastic coating causing rusting. These weaknesses have been corrected and the refurbished chairs are more robust then the original chairs.

Subject to your agreement I propose to extend the contract to refurbish all chairs at an estimated additional cost of $22,000 plus freight. I have asked Namkil to confirm ~~that~~ the current price of $108 per chair.

Further points: 1. The estimated life of the improved and refurbished chairs is at least 10 to 15 years - that is 2 to 3 times the life of the chairs as originally designed. 2. The "replacement" chair design, which Senator Calvert is reported to have said could have been purchased for an additional $6,000, apart from being of unsatisfactory appearance would not have lasted even 5 years without appearing tatty. 3. Dumping the 200 chairs, as suggested

T D COLLINS
Manager
House Management

Attachment R

Attachment A

MINUTE PAPER

27 JAN 1994

27.1.94

Assistant Secretary (Property Management)

NYLON COATED CHAIRS

As requested I contacted Mr Geoff Taylor, Namkil Engineering concerning the refurbished chairs. In response to my question concerning the life expectancy of the refurbished chairs Mr Taylor advised as follows:

- the refurbished chairs are superior to the original chairs and should last indefinitely with an absolute minimum life of 10 years
- the pure nylon coating used is the best product for industrial applications (it is used on Carrier Luke and Multi Stack air conditioning units for external roof mounting)
- the refurbished chairs have been shot blasted to remove any scale, oxide etc prior to coating providing an excellent adhesive base for the nylon (the original chairs were not shot blasted but were coated over raw wire). Any cross wire welding defects were corrected prior to shot blasting.
- the original chairs showed no breakdown of nylon over five years of use except where worn as a result of defective design. The refurbished chairs have no wear points - the original design defects have been corrected.

Mr Taylor advised that the cost of manufacturing the chairs (a minimum run of 400 would be required) would be at least $150 per chair. He has not manufactured chairs for some time and a complete check of all equipment would be necessary prior to production.

T D COLLINS
Manager
House Management

Attachment S

Parliament of Australia

Department of Parliamentary Services

Minute

Contact officer:	Phil Kuczma	Date:	29 May 2006
Tel no:	5344	Ref no:	ref.

The Finance Committee
through
Director Maintenance Services

Acquisition of outdoor chairs

1 The Department of Parliamentary Services (DPS) is responsible for the management of 400 outdoor chairs that are part of the global furniture collection in Parliament House.

2 The existing outdoor chairs form part of the outdoor furniture group that are used throughout the building's outdoor areas, including the Speaker's and the President's courtyards, the Queen's Terrace, lunchroom verandas and courtyards. The chairs located in the cafeteria courtyards and the Queen's Terrace are subjected to very heavy use.

3 170 chairs of the group of 400 outdoor chairs were identified in 2004-05 as in poor condition and requiring replacement. The replacement was planned for 2004-5 but the tender process did not identify a product that satisfied our requirements. The next procurement stage (the remaining 230 chairs) is planned for 2007-8.

4 In April 2006 the Finance Committee did not support the recommendation by Furniture Management to use a direct sourcing approach to purchase 170 outdoor chairs.

5 A condition inspection of the entire group of outdoor chairs in May 2006 indicates:

(a) 170 chairs are in poor condition and require immediate replacement or removal from service;

(b) a further 140 chairs are in poor to average condition;

(c) the remaining 85 (some were replaced in 2005 in a DPS works Management project) are in good condition.

6 The survey and images of chairs in various locations showing their generally poor condition are at **Attachment A.**

7 I recommend a complete replacement and a value for money outcome will be achieved by replacement of the group of 400 outdoor chairs in the one procurement process by either:

(a) the purchase of the complete group of 400 chairs. As some other projects planned for 2005-6 have not been approved we have uncommitted administered funds to fund the purchase; or

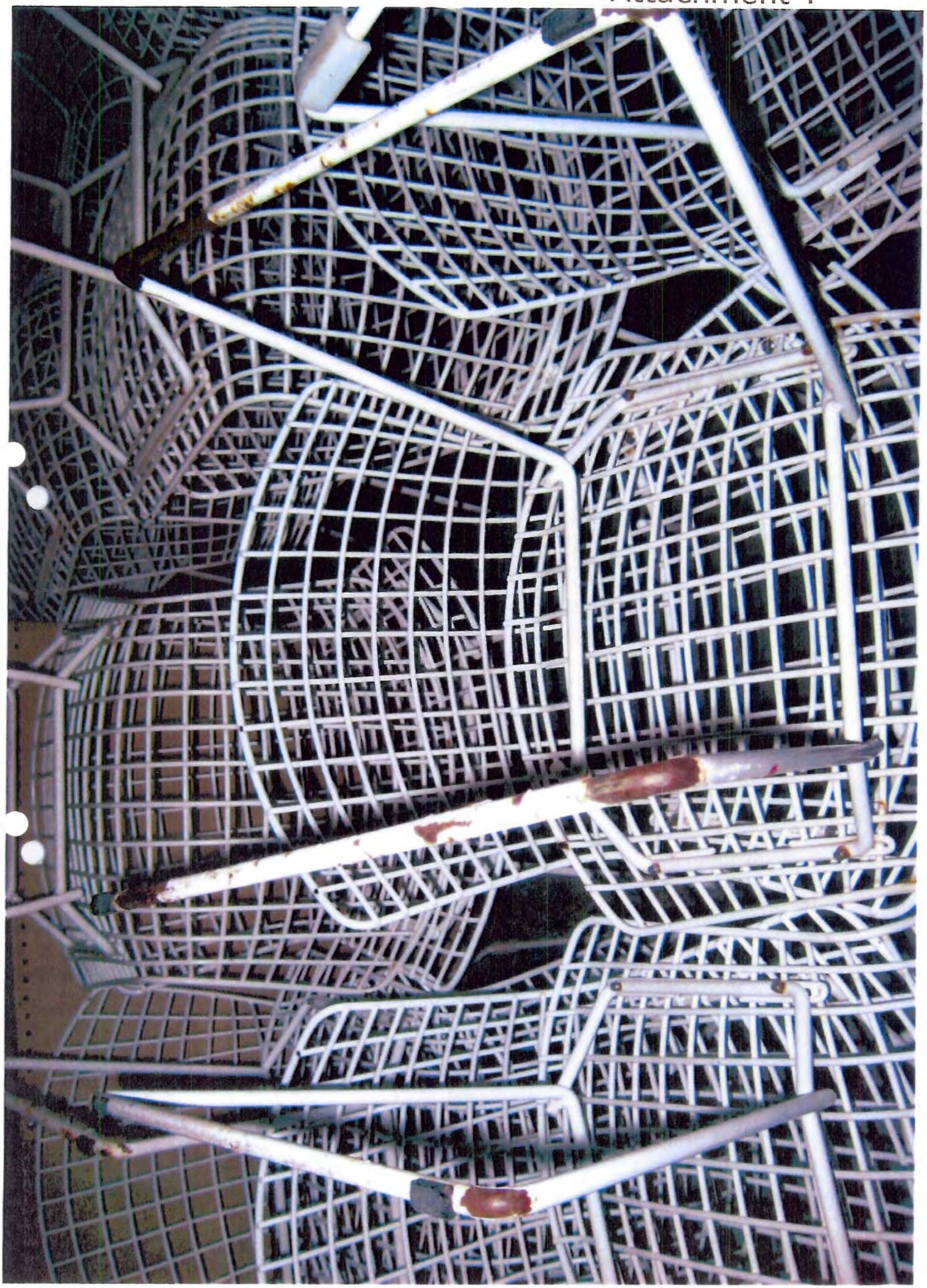
(b) a standing offer arrangement staged to purchase the chairs as required.

8 A revised statement of requirement for the purchase of 170 outdoor chairs by open tender is attached. If the replacement of the complete group is supported the SOR will need to be changed.

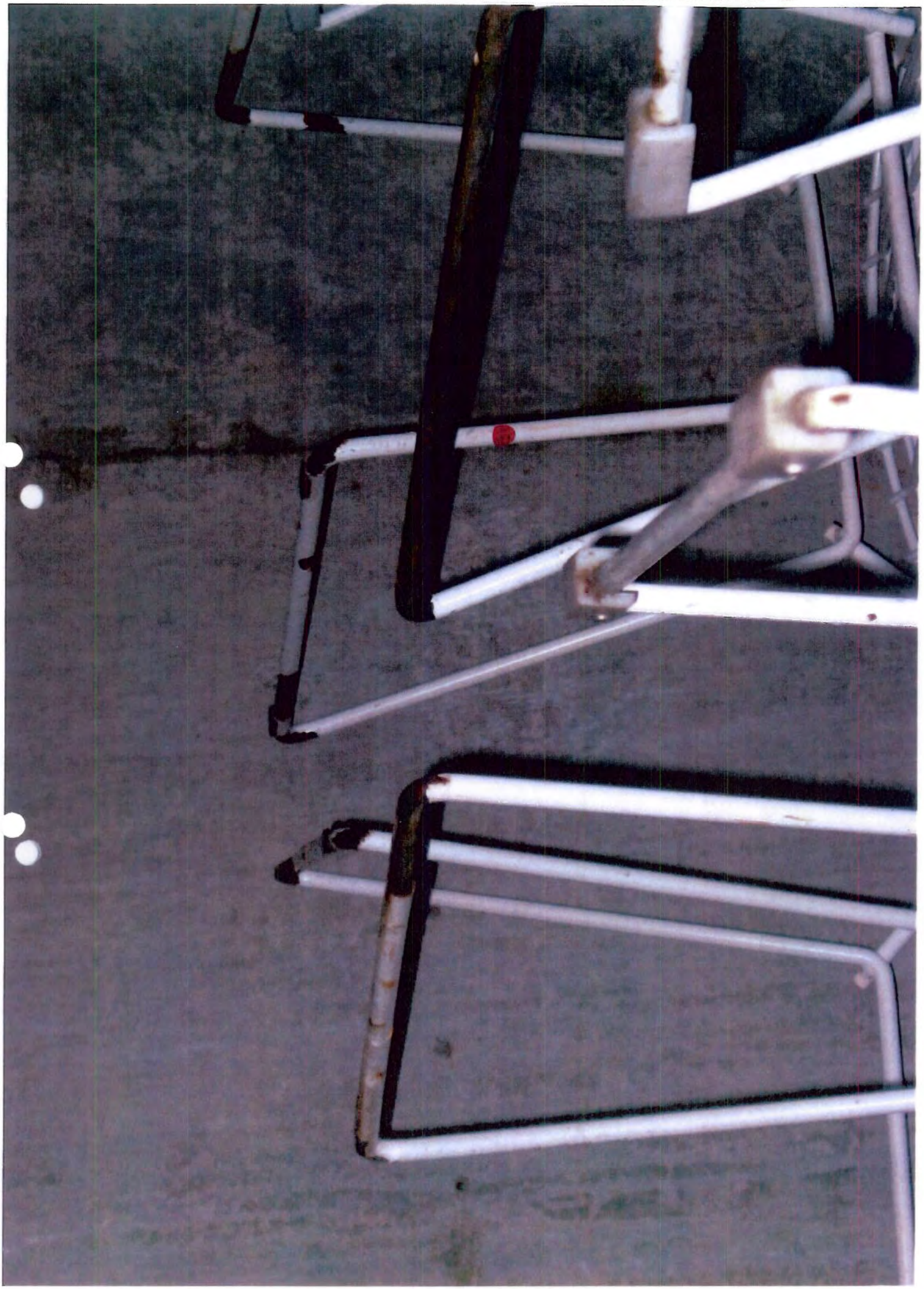
9 The Finance Committee's direction that a DPS employee at EL2 level chairs the Tender Evaluation Committee is noted and will be implemented during the tender process.

Phil Kuczma
Assistant Director
Building Fabric Services

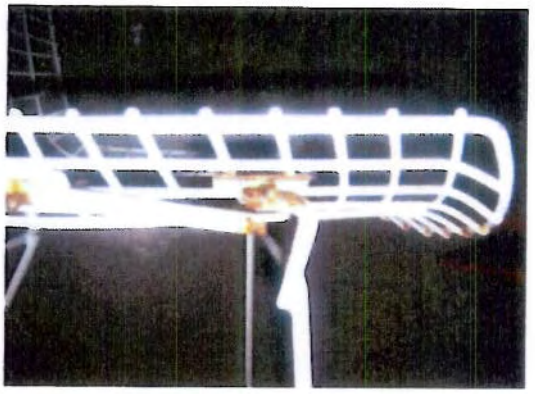
Attachment T



Attachment U



Detail of Bertioa chairs for re-sale



Detail of broken chair

Clayton, Margaret (DPS)

From: Kuczma, Phil (DPS)
Sent: Friday, 8 December 2006 3:51 PM
To: Goldacre, Philip (DPS); Clayton, Margaret (DPS)
Subject: FW: Finance Committee outcome - outdoor chairs

Guys,
I think this means go ahead?

Phil.

-----Original Message-----
From: Bunyan, Libby (DPS)
Sent: Friday, 8 December 2006 3:48 PM
To: Nakkan, John (DPS)
Cc: May, Tereca (DPS); Johnson, Andrew (DPS); Kuczma, Phil (DPS)
Subject: Finance Committee outcome - outdoor chairs

John - as mentioned - here is the Committee's decision re the outdoor chairs from last week's meeting. Happy to discuss. Best wishes - Libby

The Committee considered Mr Kuczma's request for a tender process to replace the 325 outdoor chairs that are in poor to average condition over two years.

2 The Committee approved going to tender for all 400 outdoor chairs, noting that 75 chairs could be stored for use as replacements in the future. As there was no project management involved, it was appropriate for ISB to manage the tender.

3 It considered that there was no need for the chairs to be identical to the current chairs. The SOR should be rewritten to allow for minor differences. The documentation would also need to be updated given that more chairs would be purchased than had originally been requested.

Libby Bunyan
Executive adviser, Office of the Secretary
Department of Parliamentary Services
Parliament House, Canberra ACT 2600

DPS Performance Information Collection Procedures

Program number & Name 3.1 — Building Infrastructure Services

PBS Measure: Extent to which building condition is maintained.

Target: The building condition is maintained to the Building Condition Index (**BCI**) target of 90.0%.

Reported in: Quarterly performance report.
Annual Report.

Background Information

1. This measure (**BCI**) is a measure of the current condition of the building fabric of Parliament House, expressed as a percentage of the original condition (target 90.0%).

Assumptions

2. Building Condition Monitoring (**BCM**) Data has been entered into SAP on an ongoing basis. Refer to Maintenance Services Job Procedure 'Condition Monitoring in Parliament House'.

3. The BCI officer has attended regular meetings with BFS to stay informed of current work and issues within Parliament House.

4. BFS staff are made available for Parliament House Zone Inspections.

Persons Responsible

5. The following people have responsibilities associated with the indicator:

   a. Long Term Planner (Fabrics).

   b. Assistant Director Planning.

   c. Assistant Director Building Fabrics.

   d. Manager Building Fabrics.

   e. Director Maintenance Services.

Pre-requisites and Systems

6. BCM data has been entered into SAP on an going basis. Refer to Maintenance Services Job Procedure 'Condition Monitoring in Parliament House'.

7. Latest minutes from BFS Projects & Planning Meeting (BCI Recommendations Status).

8. Achieved SQM data of carpet & painting and any other relevant information for the quarter from the BFS Contract Manager.

9. Latest data/status of current and recently completed building projects.

10. Commissioned and global furniture conservation and treatment report for the quarter from the BFS Furniture Manager.

Procedure

Step 1. BCM Measuring Document Data Collection

a. Extract the last Overall Condition Measuring Document from SAP for each measured location in Parliament House.

b. The report is run in SAP using transaction **IK17** – Measuring Documents List Editing Display.

Step 2: Calculation of BCI Score

a. Compile results of report into Microsoft Excel Spreadsheet. Exclude the readings for location status 'EXTERNAL' and average all other readings to result in an overall score for Parliament House BCI.

b. Sort information by Zone Status (Text). Average readings for each zone to result in a score for each BCI zone.

c. Enter the results into SAP against the BCI Measuring Points.

Step 3: Extraction of BCI Graphs

a. Extract a SAP graph for last 16 (4 years) Measuring Documents for each Measuring Point using SAP transaction **IK17** and charting function. Save as PDF documents.

b. Average BCI scores for the last 4 and 16 readings for the BCI report for the PH and Zone BCI scores.

Step 4: Zone Inspections

a. Arrange BCI Inspection Team with BFS to include BFS management and trade staff.

b. Inspect locations in each zone in Parliament House noting condition of relevant fixtures and fittings in each, and any issues arising.

c. Add findings of inspections into the notes in the BCI Report for each zone.

Step 5: Compilation of BCI Report

a. Compile scores, relevant contract, furniture and project information and inspection findings into Microsoft Word BCI Report. Update BCI Recommendations and current status.

b. Save the BCI Report as PDF Document. Add the Title Page and PDF SAP graphs for each zone. Format document and save BCI Report to TRIM.

c. Email BCI Report TRIM link to stakeholders.

Last Reviewed

Last reviewed: 9 May 2011

Signed off by Director Maintenance operations: .....

DPS Performance Information Collection Procedures

Program number & Name 3.1 — Building Infrastructure Services

PBS Measure: Condition and aging of Engineering Systems and Structure.

Target: The engineering systems are maintained to the Engineering Systems Conditions Index (**ESCI**) target of 90%.

Reported in: Quarter 4 of quarterly performance report.
Annual Report.

Background Information

1. This measure (**ESCI**) is a measure of the current operation and condition of the engineering systems in Parliament House against the expected decline of those systems through their life cycles (target 90%).

Assumptions

2. Planning Staff are available for the collection and collation of information.
3. Previous year's ESCI report is available.
4. Reports to be maintained throughout the year by Business Units and Contracts area in TRIM files.

Persons Responsible

5. The following people have responsibilities associated with the indicator:
   a. Long Term Planners – Electrical and Mechanical;
   b. Assistant Director Planning;
   c. Assistant Director Electrical Services;
   d. Assistant Director Mechanical Services;
   e. Assistant Director Contracts;
   f. Director Maintenance Strategy and Planning; and
   g. Director Maintenance Services.

Pre-requisites and Systems

6. Relevant reports to be supplied for the ESCI report by June 30th of each year.
7. Funding is available to engage an external consulting engineer to evaluate.

Procedure

Step 1: A new file is to be created in TRIM for each Business Unit for the next ESCI reporting year. Relevant reports from 1st July to 30th June are to be scanned and added to this folder throughout the coming year.

Step 2: Mid May, Planning staff to establish the new 2 ring lever arch files (usually 3) and obtain the previous year's ESCI. Long Term Planners (Electrical and Mechanical) to review the TRIM folders and verify the availability of the reports to date.

Step 3: Requests to be sent to all Business Units for any follow up information as necessary. The information is required to be received before the end of June.

Step 4: Planning staff to print a copy of each of the reports in the TRIM folders and add these to the relevant section of the ESCI files.

Step 5: Reports in the previous ESCI that have not been updated are carried over to the new ESCI. Leave a cover sheet in their place.

Step 6: In SAP select the ZPWC report variant for the previous year and add the new dates. Save as a new variant and run for PMO2 and (separately) PMO3 work orders for the various equipment categories.

Step 7: Planning section to arrange a consulting Engineer to evaluate the report.

Step 8: Report files to be compiled by the Planning staff by June 30th.

Step 9: Early July, (a.s.a.p.) the report is to be sent to the selected Consultant with a return date set for late July.

Step 10: The report is returned to Planning and stored with the previous reports. Long Term Planners (Electrical and Mechanical) to follow their ESCI evaluation procedure.

Step 11: The ESCI results are passed on to the Director of Maintenance.

Last Reviewed

Last reviewed: 30 September 2010

Signed off by Director, Maintenance Operations: .....

DPS Performance Information Collection Procedures

Program number & Name 3.1 — Building Infrastructure Services

PBS Measure: Extent to which landscape is maintained.

Target: The landscape is maintained to the Landscape Condition Index (**LCI**) target of 90%.

Reported in: Quarter 2 of quarterly performance report.
Annual Report.

Background Information

1. This measure (**LCI**) is a measure of the current condition of the landscape surrounding Parliament House expressed as a percentage of the total possible condition (target 90%).

2. The Landscape is evaluated in October each year. It has to be evaluated at the same time each year to give consistency.

Assumptions

3. Landscape Services staff are trained and made available for the landscape inspection and assessment.

Persons Responsible

4. The following people have responsibilities associated with the indicator:

   a. Leading Hands (3).

   b. Gardens Supervisor.

   c. Assistant Director Landscape Services.

   d. Director Maintenance Services.

Pre-requisites and Systems

5. System for collecting data base is an excel spreadsheet. This is stored in TRIM file 10/1506.

Procedure

Step 1. The various parts of the Landscape are evaluated against criteria listed in the LCI spreadsheet. The landscape is evaluated for its current condition versus the original 1988 condition. Agreed scores are provided against each criterion for each area and formulas provide a total score as a percentage.

Step 2: The report is run by inputting the evaluation scores into the LCI spreadsheet against each criteria.

Step 3: The LCI score is provided to the Director, Maintenance Services for reporting purposes.

Last Reviewed

Last reviewed: 30 September 2010

Signed off by Director, Maintenance Operations: .....