

ICT Services Scheme

Sub-category Q01PTa: Services Aligned to NSW Government Standard Business Processes

Background

The ICT Services Scheme provides a mechanism for suppliers to be prequalified for delivery of a range of ICT services to NSW Government.



The NSW Government and Industry **co-designed** a category and sub-categories on the ICT Services Scheme with a view to grouping all Enterprise Resource Planning (ERP) and related corporate and shared services together.

Category Q: ERP and related corporate and shared services was initially released in July 2014. The following sub-categories have been released to date:

- Q01: Professional Services
- Q01PTa: Services Aligned to the NSW Government Standard Business Processes
- Q02PTr: Human Capital Management (HCM) and eRecruitment
- Q02PTi: HCM or eRecruitment Implementation Partners
- Q03PTr: Government Data Centres (GovDC) Software as a Service (SaaS)
- Q04PTr: GovDC Platform as a Service
- Q05PTa: Expense Management Systems (EMS) including Purchasing Cards (PCards)

Sub-category Q01PTa

Sub-category *Q01PTa: Services Aligned to the NSW Government Standard Business Processes* makes available the corporate and shared services Government Standard Business Processes to enable suppliers to tailor the design and delivery of their solutions to meet Government needs.

Sub-category Q01PTa has an **accreditation** requirement. Suppliers need to be registered for Q01 and complete the *NSW Government Standard Business Processes Foundation Course* prior to being registered for sub-category Q01PTa.

About the Business Processes

The NSW Government Standard Business Processes (often referred to as *The Standards*) are a suite of end-to-end processes and business systems for Procurement, HR, Finance and Asset Management.

These processes, based on industry best practice, were contextualised for NSW Government to include relevant policies seen as beneficial to whole of Government and enriched to include metrics, risks and controls and business requirements.

Why apply for sub-category Q01PTa?

Sub-category Q01PTa: Services Aligned to the NSW Government Standard Business Processes provides a number of opportunities for suppliers of ERP and related corporate and shared services including:

- ✓ Continued access to the most current version of NSW Government Standard Business Processes which are the building blocks of the NSW Government Corporate and Shared Services Reform
- ✓ Lower delivery cost for products and services aligned to the Business Processes as the processes are consistent across agencies
- ✓ Opportunities to accelerate the design and delivery of products and services by aligning them to the standard Business Processes
- ✓ Increased capability to engage with agencies at the Program level on the development and publishing of their internal Business Processes
- ✓ A common Business Process language with agreed conventions for communicating with and supporting agencies in their Reform
- ✓ Access to the most current published version of the standard Business Processes in a common tool (ARIS), making them usable in a range of forums across the whole Program
- ✓ Online training for any number of company employees, free of charge on how to access, read and navigate the Business Processes
- ✓ Increased business opportunities to supply whole of Government with products and services aligned to the Business Processes and compliant with Government policy and legislation
- ✓ Greater exposure, as buyers can more easily identify suppliers of ERP related products and services in this sub-category
- ✓ Automatic notification of new releases, Business Processes updates and industry alerts, allowing accredited suppliers to remain at the cutting edge with marketplace offerings.



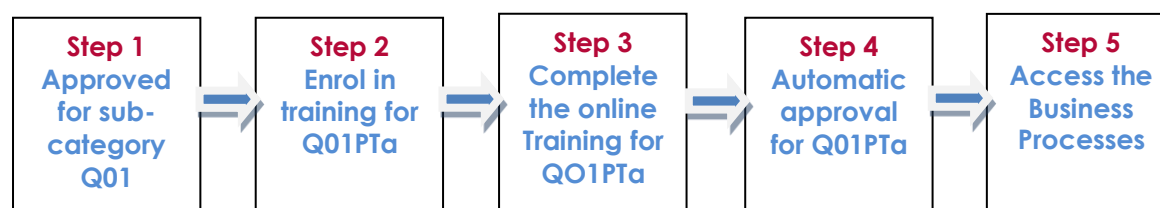
Access the NSW Government Standard Business Processes

Sub-category Q01PTa will help buyers identify suppliers who incorporate the NSW Government Standard Business Processes into the design and delivery of their products and services to Government. Therefore it is critical that suppliers have the knowledge and skills to read and interpret these contextualised Business Processes.

The short *NSW Government Standard Business Processes Foundation Course* is available online and is designed to provide suppliers with the required knowledge and skills to read the Business Processes. It will also help them identify opportunities to then build the Business Processes into their products and services for Government. Successful completion of the training is a pre-requisite for Q01PTa and access to the current published version of the Business Processes.

Steps for Suppliers

Outlined below are the steps suppliers will need to complete to register for Q01PTa and to gain access to the published Business Processes.



Step 1: Approved for sub-category Q01

All suppliers approved in the ICT Services Scheme will be advised of the release of the new Category Q and sub-categories and invited to apply.

Once approved for Q01, suppliers can apply to undertake the pre-requisite training for Q01PTa.

Step 2: Enrol in the training for Q01PTa

How to enrol in the training

Suppliers can enrol staff in training by responding to the email invitation or making application via email to NSWGovStandards@finance.nsw.gov.au.

Log-in details will be sent by email from the NSW Government Standards team to enrolled staff for them to access and complete the training.

The training is free of charge and there is no limit to the number of staff who can complete it.

Note: Suppliers will need to have at least one accredited employee on staff at all times to maintain their Q01PTa approval as current.

For more Information:

Click here: [NSW Procurement / ICT Services](#)

Copy the link:

<https://www.procurepoint.nsw.gov.au/before-you-buy/prequalification-schemes-0/ict-services>

Email: NSWGovStandards@finance.nsw.gov.au

Step 3: Staff complete the training for Q01PTa

Enrolled staff can access the training using the link and log-in details provided in their email and complete the training.

About the training

The online training consists of three modules and takes approximately 45 – 60 minutes to complete. Modules 2 and 3 have an assessment component.

On successful completion of the course, staff will be able to print their accreditation certificate and both the supplier and NSW Procurement will be notified.

Step 4: Automatic approval for sub-category Q01PTa

When at least one employee has completed the training, suppliers will automatically be approved for Q01PTa.

NSW Procurement will notify suppliers when they have been approved and listed on Q01PTa.

Step 5: Access the Business Processes

When the supplier is approved and listed on Q01PTa, staff who have successfully completed the training will receive an email with their log-in details for access to the current version of the NSW Government Standard Business Processes published in ARIS Publisher.