



Contingent Workforce

The Contingent Workforce State Contract provides a 'one stop shop' to hiring contingent staff. To meet the unique contingent staffing needs of government, you can use this contract to find and hire personnel for all your recruitment needs.

To reduce total cost and provide greater access to the best candidates in the market, NSW Government has consolidated contingent workforce expenditure within one contract, delivering greater buying power and better value for buyers.

There is a wide range of staffing resources to choose from including technical, finance, IT, blue collar, managerial and specialist. This contract delivers savings and real benefits to NSW Government through a Best Price contract with a single price per supplier, per role, for all small and large NSW Government agencies, NGO's, local councils and registered buyers.

Based on previous contingent workforce State Contracts, your organisation can achieve significant savings on margins, ranging from 26%-46%.

Three previous State Contracts were merged to deliver the increased whole-of-government purchasing power:

- 755 - Professional, Technical & Industrial
- 1078 - Administrative & Finance
- 881 - IT Contracting Personnel

If you have contingent personnel still employed under any of these contracts, you should look to transition them to the Contingent Workforce contract once the purchase order period has completed.

KEY BENEFITS

- Best Price Contract - a single price per supplier per role. Small and large NSW Government agencies, NGO's and local councils will all receive the same rates, to help track and control your contingent staff purchasing.
- A choice of NSW's top recruitment agencies, with the ability to source and retain quality personnel, at the best government rates, and that will enhance NSW Government as an "employer of choice".
- One contract with up-to-date job descriptions that meets a variety of staffing needs, including technical, finance, IT, blue collar, managerial and specialist.
- Ability for NSW Government Agencies to negotiate Service Level Agreements for value added services such as consolidated invoicing, permanent recruitment services, induction services, and HR Consultancy Services.
- Full coverage of all NSW regional areas. (This includes Far Western, New England, North West, Northern Rivers, Holiday Coast, Central Western, Riverina, Murray and South Eastern NSW)

MAJOR STATE CONTRACT

With an estimated value of \$400M this contract is set to provide best price, best value for government agencies and other eligible customers.

PRODUCTS & SERVICES

A wide range of contingent staff services are available from the following categories on contract:

- **Category A**
Administrative Personnel (clerical and office support positions)
- **Category B**
Finance Personnel (accounting and audit professional positions)
- **Category C**
Specialist Personnel (eg communications / media / promotion / public relations)
- **Category D**
Industrial Personnel (eg labourer, skilled tradespeople)
- **Category E**
Professional Personnel (eg engineer)
- **Category F**
Technical Personnel (eg drafter, surveyor's assistant)
- **Category G**
ICT - Network and Equipment Personnel (PAYG and contractors)
- **Category H**
ICT - Management, Implementation and Support Personnel (PAYG and contractors)
- **Category I**
ICT - Applications, Databases and Systems Personnel (PAYG and contractors)

CONTRACT PERIOD

20/04/09 to 19/04/12

(This contract has two 12-month period extension options)

SUPPLIERS

This contract is a supplier 'panel' contract that has a smaller group of strategic suppliers as opposed to a large group of potential suppliers.

A Supplier Quick Contact list can be found in the Contract Guide at www.nswbuy.com.au

HOW TO HIRE

The following is a quick checklist designed to guide users through the processes of using the Contingent Workforce contract. To place an order you will need to ensure the following:

Prepare Purchase Order Information

- Contract Number and Name (C100 - Contingent Workforce)
- Name and address of Supplier and Customer
- NSWBUY Identification Number
- Customer's Purchase Order Number
- Date of Order and Date of Delivery
- Additional information, such as description of services, role of contingent staff, price range and duties to be performed.

Refer to the Pricing Schedule in smartbuy®

You can locate the Pricing Schedule in smartbuy® by clicking "Contracts", finding Contract 100, and selecting the "Details" tab in the last column on the right hand side. Select "Additional Content" tab and then select the c100 Price Schedule.

Place an order:

1. **Electronically using smartbuy®**
Go to www.nswprocurement.com.au/buy-online.aspx and select the "Login to smartbuy®" Link.

OR

2. **Place an order directly with a supplier, via phone, fax or email or your ERP system**

To place an order directly, simply refer to the Supplier Quick Contact list, select which Recruitment Agencies you would like to use and send them the required Purchase Order information via phone, fax or email or your ERP system.

A complete Guide on how to hire using this contract is available in the Contract Guide available at www.nswbuy.com.au



Procurement
Government Services

FURTHER INFORMATION

For further information or to obtain a copy of the Contract Guide, please contact the Client Support Centre.



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