

2008-2009 Annual Procurement Plan Australian Institute of Family Studies

**AIFS APP0809
dated: June 2008**

Strategic Procurement Outlook

The Australian Institute of Family Studies (AIFS) is an independent Commonwealth Government statutory agency, which originated in the *Australian Family Law Act (1975)*. AIFS is located within the portfolio of Prime Minister and Cabinet [formerly within the portfolio of Families, Housing, Community Services and Indigenous Affairs Portfolio (FaHCSIA)]. On 1 July 2006, the Institute became a prescribed agency under the *Financial Management & Accountability Act 1997*.

AIFS is a national and international leader in identifying, developing and providing timely and reliable information about issues affecting families in Australia. AIFS contributes to family wellbeing in Australia by undertaking high-quality research that informs the Australian Government and the community and influences policy, services and support for families.

Strategic Objectives

1. Conduct high quality research on a broad range of policy relevant issues regarding families in Australia.
2. Inform and influence policy development, in areas relevant to family well-being.
3. Promote and lead public understanding and debate about factors affecting family functioning and wellbeing.
4. Identify and communicate current and emerging issues in family research, policy and practice.
5. Maintain and strengthen our role as the national centre for research on families.

Located in Melbourne and employing approximately 60 staff, AIFS was established in February 1980 to promote the identification and understanding of factors affecting marital and family stability in Australia.

To support these activities, AIFS procures a range of goods and services. In addition to purchasing its normal office operating needs, from time to time AIFS will purchase goods and services related to conducting research and publishing.

Planned Procurement		
All planned procurements are subject to revision or cancellation. The information in this APP is provided for planning purposes only and does not represent a solicitation or constitute a request for proposal, nor is it a commitment by the Government to purchase the prescribed property or services.		
Reference	Description	Estimated date of approach to the market
Governance and Compliance		
1.	Provision of mail distribution services	August 2008
2.	Establish a panel of suppliers for Financial Management Information System software and consultancy	September 2008
Research and Evaluation		
3.	Provision of face to face fieldwork services involving school children and preschool children	October 2008
Communication		
4.	Provision of design services for AIFS publications and websites	August 2008

NB: Request documentation for all open approaches to the market will be available electronically through AusTender and AIFS website when the approach to the market takes place.

All planned procurements are subject to amendment or cancellation. Final decisions will not be made until each procurement is initiated. The listings above are for planning purposes only; it does not represent a pre solicitation or constitute an invitation to bid or request for a proposal, nor is it a commitment by the Agency to purchase the described supplies and services.

The plan may be updated during the year for changes in the timing or nature of proposed procurement activity.