GENERAL INFORMATION for users

PURPOSE OF ASDEFCON (COMPLEX MATERIEL) volume 1

1. *ASDEFCON (Complex Materiel)* *Volume 1* is a tendering and contracting template for use in acquisitions with low technical risk that have no significant design and development activity. By using a standard template for these types of acquisitions, the Department of Defence aims to minimise the cost of tendering and the duration of negotiations.
2. For further information on selecting and tailoring *ASDEFCON (Complex Materiel)* *Volume 1* template users should refer to the *Contract Template Selection and Tailoring Guide* which can be accessed via the intranet and internet sites listed in paragraph 10.
3. *ASDEFCON (Complex Materiel)* *Volume 1* is designed for procurements that are both subject to and not subject to the additional rules as detailed in Division 2 of the *Commonwealth Procurement Rules.* For information on whether a procurement is subject to the additional rules refer to the *Exemptions from Division 2 of the Commonwealth Procurement Rules fact sheet* available here:

http://drnet.defence.gov.au/casg/commercial/CommercialPolicyFramework/Pages/Factsheets-and-Guidance.aspx

STRUCTURE OF ASDEFCON (COMPLEX MATERIEL) Volume 1

1. ASDEFCON (Complex Materiel) Volume 1 contains the following sections:
   1. Preliminary pages: including covering letter with Matrix of Changes attachment;
   2. Part 1: Conditions of Tender, including annexes;
   3. Part 2: Draft Conditions of Contract, including attachments; and
   4. Part 3: Draft Statement of Work, including annexes.

amendments to ASDEFCOn (Complex materiel) Volume 1

1. *ASDEFCON (Complex Materiel)* *Volume 1* is a dynamic document that will be amended on an “as required” basis to reflect changes in legislation, policy and procurement practices. Amendments to *ASDEFCON (Complex Materiel) Volume 1* will be released through updates to the current version or the issue of a new version of the template. All updated and new versions will be issued on the intranet and internet at the sites listed in paragraph 10.
2. Template users are also welcome to suggest changes to the template emailing: [procurement.ASDEFCON@defence.gov.au](mailto:procurement.ASDEFCON@defence.gov.au).

contracting assistance and HELP DESK

1. Drafters requiring contracting advice or assistance should approach their Group or Divisional contracting support areas in the first instance. If the relevant support officer is not known, drafters should contact the relevant Executive Director Contracting (EDCON) in their respective Contracting Services area.
2. For ASDEFCON advice, including proposed updates to or advice regarding the templates please email: [procurement.ASDEFCON@defence.gov.au](file:///\\d85userdata.dpe.protected.mil.au\ch\christian.laursen\My%20Documents\ASDEFCON%20Templates\03%20ASDEFCON%20(Complex%20Materiel)%20Volume%201\CMv1%203.0%20Files\procurement.ASDEFCON@defence.gov.au).
3. The Statement of Work is managed by ASDEFCON SOW Policy. If you have any queries relating to this area please email: [ASDEFCONSOW.Support@defence.gov.au](mailto:ASDEFCONSOW.Support@defence.gov.au).

DISSEMINATION OF ASDEFCON (COMPLEX MATERIEL) VOLUME 1

1. *ASDEFCON* *(Complex Materiel)* *Volume 1* can be downloaded from the Defenceintranet via the ‘ASDEFCON Suite of Tendering and Contracting Templates’ webpage at the following address:

http://drnet.defence.gov.au/casg/commercial/CommercialPolicyFramework/Pages/ASDEFCON-Templates.aspx

or from the Defence internet site by following the ‘Business & Industry’ link to following address:

<https://www.defence.gov.au/business-industry/procurement/contracting-templates/asdefcon-suite>.

