

VICTORIA GOVERNMENT

# GAZETTE

No. P 27 Monday, 8 January 1990

By Authority Jean Gordon Government Printer Melbourne

PERIODICAL

STATE TENDER BOARD VICTORIA

CONTRACTS ACCEPTED

*(Series 1989-90)*

SCHEDULE No. 5/05

SUPPLY

OF

DATA ENTRY SERVICES

FOR

STATE DEPARTMENTS

FROM

1 JANUARY 1990 TO 31 DECEMBER 1990

J. M. PAWSON

*Secretary to the Tender Board*

CONTRACTS ACCEPTED—(Series 1989-90)  
Schedule No. 5/05

DATA ENTRY SERVICES

Contract from 1 January 1990 to 31 December 1990

1989/90—11—Precision Data Holdings Limited, 575 Bourke Street, Melbourne. Telephone 615 8888, Facsimile 614 6214.

Item No.	Description	Unit of Measurement	Rate	Contractor
	Up to 9500 keystrokes per hour—	Keystrokes	\$	
1.	5.5 hour turnaround	per 1 000	1.55	Precision Data Holdings Ltd.
2.	up to 24 hour turnaround	per 1 000	1.54	
3.	25-48 hour turnaround	per 1 000	1.51	
4.	49-96 hour turnaround	per 1 000	1.50	
5.	97+ hour turnaround	per 1 000	1.47	
	9501 to 12 500 keystrokes per hour—			
6.	5.5 hour turnaround	per 1 000	1.40	
7.	up to 24 hour turnaround	per 1 000	1.39	
8.	25-48 hour turnaround	per 1 000	1.37	
9.	49-96 hour turnaround	per 1 000	1.36	
10.	97+ hour turnaround	per 1 000	1.32	
	Over 12 501 keystrokes per hour—			
11.	5.5 hour turnaround	per 1 000	1.25	
12.	up to 24 hour turnaround	per 1 000	1.24	
13.	25-48 hour turnaround	per 1 000	1.23	
14.	49-96 hour turnaround	per 1 000	1.22	
15.	97+ hour turnaround	per 1 000	1.21	

Approved R. A. JOLLY, Treasurer—12.12.89

Courier Service—A courier service within the metropolitan area shall be provided at no additional cost.

Verification—Precision Data Holdings Limited's (PDHL) method of verification is to input (key) the information into the data entry computer twice. PDHL guarantee an error free rate of 99.95 per cent. The guarantee requires re-keying of any errors in excess of this rate at no charge.

Minimum Job Cost—\$30.

Tape Hire—PDHL will charge a tape hiring fee of \$5.60 per tape where the client elects not to supply blank tapes. If the hired tape is not returned within 30 days, a further charge of \$15.00 is applicable; the client then retains the tape.

Reports—PDHL will supply computer generated statistics to clients on request.

SPECIAL CONDITIONS OF CONTRACT

These Special Conditions of Contract are to be read in conjunction with the State Tender Board General Conditions of Contract<sup>(1)</sup> provided that where the General Conditions of Contract conflict with the Special Conditions of Contract, the terms of the Special Conditions of Contract shall prevail.

1. Delivery

When required the Contractor shall provide a courier service for the pick-up and delivery of work (document and tapes).

2. Documents and Tapes

2.1 The Purchaser may elect to provide magnetic tapes.

2.2 All work shall be batched and clearly labelled by the Purchaser. The Contractor shall be required to indicate date returned to the Purchaser and number of keystrokes.

2.3 The integrity of batches/documents shall be maintained, i.e. all documents in all batches shall be returned intact and shall be kept in the order received.

I  
 N  
 C  
 T  
 I  
 O  
 N  
 A  
 R  
 Y  
 P  
 R  
 I  
 N  
 T  
 E  
 D  
 I  
 N  
 T  
 H  
 E  
 P  
 R  
 I  
 N  
 T  
 I  
 N  
 G  
 H  
 O  
 U  
 S  
 E  
 I  
 N  
 T  
 H  
 E  
 P  
 R  
 I  
 N  
 T  
 I  
 N  
 G  
 H  
 O  
 U  
 S  
 E

3. *Conditions of Labour*

3.1 The Contractor shall pay to any person, whether employee, independent contractor, or employee of any independent contractor, engaged by it or any of its agents or sub-contractors to carry out the work which the Contractor is required to perform under this Contract, not less than the pay prescribed by any award which is applicable to that person or would be applicable to that person if he was an employee. The provisions of this clause shall apply in like manner to any conditions of employment under any such award.

3.2 Where the Contractor fails to comply with the provisions of sub-clause 3.1, the Board may in addition to any other rights it has under this Contract terminate the Contract forthwith.

3.3 The Contractor shall not, pursuant to sub-clause 3.1, be obliged to pay the employees of any sub-contractor any sum where the employee has been paid the prescribed award rate by the sub-contractor.

4. *Verification of Data*

All data entry work carried out under this Contract shall be verified.

5. *Country of Origin*

All data work related to this Contract shall be performed in Australia.

<sup>(1)</sup> Copies of State Tender Board General Conditions of Contract are available from the Offices of the State Tender Board (telephone 651 3266) on request.

### Gazette Services

The *Victoria Government Gazette* (VGG) is published by VGPO for the State of Victoria and is produced in three editions.

**VGG General** is published each Wednesday and provides information regarding Acts of Parliament and their effective date of operation; Government notices; requests for tenders; as well as contracts and contracts accepted. Private notices are also published.

**VGG Special** is published any day when required for urgent or special Government notices. VGG Special is made available automatically to subscribers of VGG General.

**VGG Periodical** is published on Monday when required and includes specialised information eg. Medical, Dental, Pharmacist's Registers, etc.

### Subscriptions

VGG is available by three subscription services:

General and Special—\$111.50 each year

General, Special and Periodical—\$128 each year

Periodical—\$67 each year

Subscriptions are payable in advance and accepted for a period of one year. All subscriptions are on a firm basis and refunds for cancellations will not be given.

All payments should be made payable to VGPO.

Subscription inquiries: (03) 320 0217

Bookshop Inquiries: (03) 663 3760

A Victorian Government Publication

Published by VGPO

Melbourne Victoria Australia

© State of Victoria 1989

This publication is copyright. No part may be reproduced by any process except in accordance with the provisions of the Copyright Act.

Address all inquiries to the Government Printer for the State of Victoria

PO Box 203 North Melbourne 3051 Victoria Australia

ISSN 0819—5498

Jean Gordon Government Printer Melbourne

Counter Sales

Information Victoria Bookshop

318 Lt. Bourke Street Melbourne 3000

Telephone inquiries (03) 663 3760

Mail and Bulk Order Sales

VGPO

PO Box 203 North Melbourne 3051

66-112 Macaulay Road North Melbourne 3051

Telephone inquiries (03) 320 0201

Price Code 1