

UTS Register of Contracts Entry

1. Contract details			
a. Contract class	<input type="checkbox"/> Class 1	<input checked="" type="checkbox"/> Class 2	<input type="checkbox"/> Class 3
b. Vital record number	V24/1249		
c. Name of contractor	Flight Centre Management - FCM		
d. Business address of contractor	275 Grey St, South Brisbane, NSW 2060		
e. Details of any related body corporate of the contractor who will be involved in carrying out any of the contractor's obligations			
f. Contract effective date	27 May 2024		
g. Duration of contract	30 November 2024 with 2x1 additional terms		
h. Description <small>Short one-sentence summary including what service or project this relates to.</small>	FCM will be providing travel booking services to UTS staff, students and guests that travel on our behalf.		
i. Total value (inc. GST)	i) \$ 300,000		
	ii) <input type="checkbox"/> Actual	<input checked="" type="checkbox"/> Estimate	
j. Can the amount payable under the contract be varied?	i) <input checked="" type="checkbox"/> Yes (continue below)		<input type="checkbox"/> No (go to question 1(k))
	ii) Relevant clause of the contract:		Schedule of Fees
	iii) Provide details about how amount may be varied:		Travel bookings that are made attract a fee for service. As it's volume based, this will vary the revenue earned by the vendor.
k. Can the contract be renegotiated?	i) <input checked="" type="checkbox"/> Yes (continue below)		<input checked="" type="checkbox"/> No (go to question 1(l))
	ii) Relevant clause of the contract:		
	iii) Provide details about how the contract can be renegotiated:		
l. Did the contract involve a tender?	i) <input checked="" type="checkbox"/> Yes (continue below)		<input type="checkbox"/> No (go to question 1(m))
	ii) Specify method of tendering		Via the University Procurement Hub
	iii) Summarise the criteria against which tenders were assessed: (Indicate if details are attached)		A competitive and collaborative tendering process was undertaken by the University Procurement Hub which involved a detailed procurement activity which summarised the requirements from several universities including UTS.
m. Is the contractor being paid for providing operational and/or maintenance services?	i) <input checked="" type="checkbox"/> Yes (continue below)		<input type="checkbox"/> No (go to section 2)
	ii) Relevant clause of the contract		Schedule 4 Specification
	iii) Summarise or attach details of basis for payment: (Indicate if details are attached).		Provision of travel booking services for flights, accommodation and car hire for staff, students and guests that travel in behalf of UTS.

2. Additional details (Class 2 and 3 contracts only)		(Skip this section for Class 1 contracts)	
a. Provide details of future transfers of significant assets to UTS or the State, at zero or nominal cost to UTS or the State, including date of proposed transfer:	N/A		
b. Provide details of future transfers of significant assets to the contractor, including date of their proposed transfer:	N/A		
c. Provide the results of any cost-benefit analysis of the contract conducted by UTS: <i>and</i> Provide the components and quantum of the public sector comparator (if used):	<p>UTS selected the TMC vendor, following a competitive tender process run by the University Procurement Hub (UPH).</p> <p>Analysis of the contract commercials were conducted as part of that tender process.</p>		
d. Provide a summary of information used in the contractor's full base case financial model:	N/A		
e. Provide particulars of how risk, during construction and operational phases of a contract to undertake a specific project, is to be apportioned between the parties: <i>and</i> Quantify, where practical, in net present-value terms and specifying the major assumptions involved.	N/A		
f. Provide particulars of any other key elements of the contract.	This is for the services of travel booking only, not the actual travel airlines / hotels etc. Our travel & expense booking platform, Concur, remain – under a separate contract.		
3. Identifying information withheld from release under section 32 of the GIPA Act			
a. Has any information required on this form been withheld?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
b. Has any part of the contract been withheld? (Class 3 only)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/a, not a Class 3 contract
<p><i>If yes to a or b above only...</i></p> <p>c. Summarise what has been withheld and why.</p> <p>e.g. revealing commercial in confidence provisions, or an overriding public interest against disclosure under the GIPA Act.</p>			