

Request for quote (RFQ) - limited tender

Working together with Aboriginal & Torres Strait Islander men in primary prevention

Our Watch ABN 60 164 123 844

Date: July 2025

Key dates for this RFQ

Closing Date for supplier responses

COB Friday 22 August 2025

Our Watch supplier information session

Monday 11 August 2025 at

**1:30pm** (QLD/NSW/VIC/TAS/ACT), **1pm** (NT, SA), **11:30am** (WA)

Question closing date and time

COB Thursday 14 August

All questions received will be compiled in a ‘Frequently asked questions’ (FAQ) document. The FAQ document will be provided to applicants who have indicated interest in receiving this information and have provided an email address by Tuesday 19 August 2025.

Work/project completion

The date for work/project completion is **31July 2026.**

Our Watch contact person

Please email to register for the information session and/or to submit a question(s). All communication should be directed to Jasmine Duong, Project Lead, Innovation at [innovation.projects@ourwatch.org.au.](mailto:innovation.projects@ourwatch.org.au)

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Part C: Terms and conditions of RFQ

Attachment: Draft contractor agreement

# About us

## Our Watch background

[Our Watch](https://www.ourwatch.org.au/) is a national leader in the primary prevention of violence against women and their children in Australia. We work to embed gender equality and prevent violence where Australians live, learn, work, and socialise.

Our Watch is a company with an independent Board. The company members include the Commonwealth, State and Territory governments.

As a non-Aboriginal organisation, Our Watch understands that violence against Aboriginal and Torres Strait Islander women and children is an issue for the whole community. Our Watch has an ongoing commitment to the prevention of violence against Aboriginal and Torres Strait Islander women and children, who continue to suffer from violence at a significantly higher rate than non-Aboriginal women. We acknowledge all Aboriginal and Torres Strait Islander people and organisations who continue to lead the work of sharing knowledge with non-Indigenous people and relentlessly advocate for an equitable, violence-free future in Australia.

## Changing the picture: a shared framework

* [*Changing the picture*](https://www.ourwatch.org.au/change-the-story/changing-the-picture) is a resource to support the prevention of violence against Aboriginal and Torres Strait Islander women.
* [*Change the story*](https://www.ourwatch.org.au/change-the-story/change-the-story-framework) is our evidence-based framework for a national approach to preventing violence against women.
* [*Changing the landscape*](https://www.ourwatch.org.au/change-the-story/changing-the-landscape) is a resource to support the prevention of violence against women and girls with disabilities.

See publications [*Change the story, Changing the picture,* and *Changing the landscape*](https://www.ourwatch.org.au/change-the-story/)*.*

## Our values

Our Watch’s [Strategic plan 2024–2029](https://www.ourwatch.org.au/about-us/key-documents/strategic-plan) describes our values as an organisation.

Our Watch undertook our [Innovate Reconciliation Action Plan 2020–2022](https://www.ourwatch.org.au/resource/innovate-reconciliation-action-plan-2020-2022/) and we are working on our next RAP.Our Watch shares Reconciliation Australia’s vision of a reconciled, just and equitable Australia, where the voices, experiences and ideas of Aboriginal and Torres Strait Islander peoples are central.

We are dedicated to an intersectional approach in our work. An intersectional approach recognises the impacts of multiple intersecting forms of social inequality, discrimination and disadvantage.

## Project overview

The Second National Plan to End Violence Against Women and their Children 2022-2032 emphasised the importance of working with men and boys in promoting healthier masculinities and peer relationships to help prevent violence against women. In 2023 the Commonwealth Department of Social Services funded Our Watch to commence work on a new Men and Masculinities in Primary Prevention project to be delivered between 2023 and 2027.

The Project will build on the existing *Our Watch Men in Focus* evidence base and focus on 3 key objectives:

1. Increase the uptake and implementation of the approaches outlined in the Men in focus evidence review and the Men in focus practice guide in priority audiences.
2. Establish a more coordinated and consistent approach to working with men and masculinities nationally, including the building of further relationships and networks with the prevention workforce and other related sectors.
3. Establish and build further relationships, networks and potential partnerships with key Aboriginal and Torres Strait Islander organisations working with men, to support and elevate the voices of Aboriginal and Torres Strait Islander communities in the work with Indigenous and non-Indigenous men and boys to stop violence against women.

## Project background

In efforts to address Objectives 2 and 3 above, Our Watch draws from [*Changing the picture*: *A national resource to support the prevention of violence against Aboriginal and Torres Strait Islander women and their children*](https://www.ourwatch.org.au/change-the-story/changing-the-picture), which outlines that there is a need to work with Indigenous and non-Indigenous men to address the drivers of violence against Aboriginal and Torres Strait Islander women. Aboriginal and Torres Strait Islander women experience violence at more than three times the rate of violence against non-Indigenous women.

Programs for Aboriginal and Torres Strait Islander men and non-Indigenous men that address their use of family violence against Aboriginal and Torres Strait Islander women often consist of the same strategies used in primary prevention, that is, they address the impacts of colonisation in trauma informed ways through cultural healing, connecting to culture, building self-esteem and identity and the development of peer networks.

Please note that while this project is not focused on working with perpetrators, it has identified an opportunity to explore connections across the continuum including early intervention, response, recovery and healing and examine ways to build practitioners capacity to incorporate the primary prevention evidence base, such as the drivers of violence, into their work.

Thorough stakeholder mapping has been conducted in 2024 by a First Nations consultant. This mapping report will be provided to inform consultation planning and delivery.

# Requirements

## Purpose

This project aims to work with an Aboriginal and Torres Strait Islander consultant or organisation to consult Aboriginal and Torres Strait Islander men and deliver findings for policy and practice recommendations in relation to engaging men in primary prevention efforts.

This project seeks to increase Our Watch’s knowledge and research in relation to engaging Aboriginal and Torres Strait Islander men's expertise and knowledge in primary prevention. This is Our Watch’s first dedicated project focused on Aboriginal and Torres Strait Islander men’s knowledge and experiences that will surface important contributions already being made towards engaging men in preventing violence against women nationally.

Consultations of this nature, at a national level, may be able to inform or identify program and project development for primary prevention, workforce development, identify gaps in service delivery and funding for community led work. The consultation would seek to understand:

* How do we consider men's business in understanding primary prevention including development of more appropriate language.
* Explore how ideas associated with colonisation, racism and patriarchy impact on Indigenous men's views of masculinity and how these beliefs influence their role in preventing violence.
* Considerations about any possible connection between men's mental health and violence against women.
* The need to recognise the importance of healing, identity and engaging in cultural practice and its role in early intervention and prevention practice.

Once data from all consultation activities is collected and documented, Our Watch will undertake a thorough review will be conducted to identify and interpret key ‘themes or priorities’ that emerge based on patterns and similarities of what stakeholders tell us.

The aim of reports developed from this consultation, is to enable the project team to take action based on what stakeholders identify as needed and appropriate for Our Watch to implement to support the prevention of violence against Aboriginal and Torres Strait Islander women.

## Governance

The Supplier will report to Jasmine Duong, Project Lead, Innovation, who is the key contact for this project. The project will be supported by Karla McGrady, Special Advisor, Aboriginal and Torres Strait Islander Strategy.

## Standards, guides, and project materials

* + 1. The Supplier must ensure goods and services comply with all applicable standards.
    2. The Supplier should also be prepared to engage with the following materials:
* Our Watch publications, including [*Change the story*](https://www.ourwatch.org.au/change-the-story/)*, Changing the picture,* and related resources.
* [*Men in focus: Unpacking masculinities and engaging men in the prevention of violence against women*](https://www.ourwatch.org.au/change-the-story/men-in-focus) (Men in focus evidence review) by Our Watch.
* [*Men in focus: Addressing masculinities and working with men in the prevention of men’s violence against women*](https://www.ourwatch.org.au/change-the-story/men-in-focus) (Men in focus practice guide) by Our Watch.
* accessibility requirements, drawing on Level AA of the Web Content Accessibility Guidelines (WCAG) 2.0
* Our Watch style guide.
  + 1. In addition, Our Watch may provide confidential project material or data that is directly relevant to the project.

## Work specifications and timelines

* + 1. The Supplier will deliver professional service activities including:
       - Regular meetings and communication with Our Watch to share the progress and challenges of the deliverables.
       - Participate in a meeting to co-develop a Ways of Working Agreement that determines how Our Watch and the Supplier will collaborate in a respectful and culturally safe way.
       - Participate in ‘health checks’ about the parties’ relationship at agreed intervals throughout the project, as outlined in the Ways of Working Agreement.
       - Undertake a desktop and literature review for the purpose of developing consultation questions that will support the development of the reports listed below. This desktop and literature review will focus on topic areas related to the project and be confirmed by the consultant and project team.
       - Develop a project plan.
       - Develop a consultation plan for relevant Aboriginal and Torres Strait Islander and non-Indigenous organisations that work with Aboriginal and Torres Strait Islander men to prevent violence against women at a national level, based on Our Watch’s stakeholder mapping report. Our Watch is interested in creative and innovative approaches for effective and culturally safe consultation. Facilitate/chair meetings with stakeholders as required.
       - Work collaboratively with Our Watch and lead the organisation, delivery and facilitation of strategic consultations as required to meet the project objectives. The consultations must be national and may draw on existing Our Watch relationships and partnerships. Please indicate any specific support that you can identify that you’ll require from Our Watch.
       - Prepare and deliver the following reports/briefs:

A Consultation findings report summarising the key learnings from all engagements during the consultation period.

Develop recommendations for implementation and outline the role of governments to act in relation to consultation outcomes.

An Engagement report outlining the model of consultation delivery, strategies used to engage participants, number of organisations/participants engaged, and geographical breakdown etc.

* + - * Ensure the approach is aligned to the Changing the picture principles.
    1. The Supplier will be required to attend meetings, including (but not limited to) the following:

| No. | Meeting type | Frequency | Teleconference/ onsite |
| --- | --- | --- | --- |
|  | Project kick-off and Ways of Working meeting | Once | In person preferable |
|  | Progress meetings with Our Watch | Fortnightly | Online |
|  | Regular Ways of Working ‘health checks’ | Every 6-12 months | TBC |
|  | Debrief and reflections meeting following completion of consultation activities. | As required following consultations | TBC |

* + 1. The project must be completed **by 31 July 2026.**
    2. The following table provides indicative milestones and deliverables the project should achieve:

| No. | Milestones and deliverables | Due date | Responsibility |
| --- | --- | --- | --- |
|  | Project plan | 17 September 2025 | Supplier |
|  | Desktop review | 30 September 2025 | Supplier |
|  | Consultation plan | 30 September 2025 | Supplier (lead) OW (support) |
|  | Submit ethics application | 19 October 2025 | Supplier (lead) OW (support) |
|  | Undertake national consultations | 30 April 2026 | Supplier (lead) OW (support) |
|  | Development of consultation key findings report | 30 June 2026 | Supplier (lead) OW (support) |
|  | Development of policy brief | 30 June 2026 | Supplier (lead) OW (support) |
|  | Development of engagement report | 30 June 2026 | Supplier (lead) OW (support) |
|  | Support with dissemination | 31 July 2026 | Supplier |

# Supplier Response Form / Quote

Please incorporate this Part C – Supplier Response Form as part of your quote.

|  |  |
| --- | --- |
| Name of Supplier |  |
| ACN or ABN |  |
| Address |  |
| Contact name, phone and email |  |

I accept the terms and conditions of this Request for Quote. Signed by [INSERT NAME], who represents they have the authority to act on behalf of the Supplier:

|  |  |
| --- | --- |
| Signature |  |
| Name and role |  |

## Evaluation Criteria

Your response must address these evaluation criteria.

Word limit per question: 500 words or less.

### Focus area 1 – Ability to deliver the requirements

* + 1. Are you able to deliver all the Requirements in Part A? [Yes/No]

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If no, please explain.

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* + 1. Will you use the Our Watch Collaboration Agreement (Attachment 1) as the basis to reach a fully signed agreement? [Yes/No]

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|  |

If no, please explain.

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### Focus area 2 – Your capabilities and experience

Word limit per question: 500 words or less.

* + 1. Provide a statement of your proposed methodology or workplan for the project, ensuring the work is guided by principles from [*Changing the picture*](https://www.ourwatch.org.au/change-the-story/changing-the-picture).

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| --- |
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* + 1. Describe how your data collection meets appropriate standards, including *relevant* Indigenous data sovereignty principles, cultural safety and risk management

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| --- |
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* + 1. Describe your ability to prepare clear and accurate reports, that include qualitative and quantitative data and accurately represent the feedback from Aboriginal and Torres Strait Islander participants. Please provide an example if possible.

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| --- |
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* + 1. Tell us about your demonstrated experience in similar projects working with Aboriginal and Torres Strait Islander Men and boys and/or communities and if possible, working with communities, governments and organisations to write recommendations and advice to help effect positive change.

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* + 1. Discuss how you would consider other forms of discrimination, marginalisation, power and privilege that may also impact Aboriginal and Torres Strait Islander people in different ways, whilst ensuring safety and accountability to women and the broader community in your work.

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* + 1. Tell us about your demonstrated experience and understanding of primary prevention/prevention of family, domestic and sexual violence and/or the drivers of violence against Aboriginal and Torres Strait Islander women.

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### Focus area 3 – Your organisation and personnel

Word limit per question: 500 words or less.

* + 1. Provide the names of key personnel who will work on this project, and a summary of their roles and experience.
    2. What is your key software that will be used on the project? For example, Microsoft suite.
    3. Are you able to provide 1 or 2 referees we can talk to about your work?

## Pricing

* + 1. Please provide your pricing below. Amounts should be stated exclusive of GST. The price is all-inclusive and covers expenses, unless otherwise stated. Prices quoted must be valid for sixty (60) days.

| No. | Item description / Rates | No. of items or Time spent | Subtotal excl GST |
| --- | --- | --- | --- |
|  | E.g. Final report | 25 pages | $ |
|  | E.g. Project manager (X per hour) | 15 hours |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |
| --- | --- |
| Total price for quote (excl GST) | $ |

* + 1. If your quote is successful, please list your proposed milestone payments below. Payment of a milestone will be subject to Our Watch’s written acceptance of milestone completion.

| No. | Milestone | Subtotal excl GST |
| --- | --- | --- |
|  |  | $ |
|  |  |  |
|  |  |  |
|  | E.g. Final report (25% of total price) |  |

## Quality, Risk and Compliance

* + 1. **Insurance information** – Provide details of your relevant insurance(s) including:
* Name of insurance company
* Policy type (e.g. public liability, professional indemnity, cyber, etc)
* Amount / limit
* Expiry date
  + 1. **Compliance and legal** – In the past 2 years, has your organisation had Court proceedings, orders or legal rulings against it for breach of any laws? If so, please list.
    2. **Employment conditions** – Does your organisation have lawful practices in occupational health and safety, wages, and superannuation entitlements?
    3. **Working with children or vulnerable people** – If the project requires working with children or vulnerable people, please outline the safety strategies you will implement. If applicable, does your organisation comply with Working with Children Checks?
    4. **Modern slavery –** If your yearly consolidated revenue over $100 million, is your organisation compliant with Modern slavery laws?
    5. **Conflict of interest** – Provide details of other interests, relationships or clients that create a conflict of interest, or might create one. Outline the processes you have in place to manage a conflict of interest.

## Other

Include any additional information about your quote here.

# RFQ terms and conditions

1. Our Watch may amend the RFQ at any time before the Closing Date.
2. Our Watch, acting in good faith, may stop or pause this RFQ process, decline to accept a response, decline to issue a contract, or fulfill its work requirements separately from this RFQ process.
3. Our Watch may decline to accept a response from Vendors outside of Australia.
4. At any time before execution of the contract, Our Watch may ask information from, and enter discussions with, potential Vendors in relation to their responses. But Our Watch will not allow any potential Vendor to substantially tailor or amend their response.
5. Potential Vendors agree their quote will remain valid for sixty (60) days from the Closing Date.
6. No contract will be formed until executed by the successful Vendor and Our Watch.

Evaluation of RFQ

1. Our Watch will assess the extent to which the response meets RFQ requirements and will determine the best value outcome for Our Watch.
2. Our Watch will notify all Potential Suppliers of the final decision and, if requested, will provide a debrief following award of the contract.

Use of information and confidentiality

1. Our Watch may publicly disclose the Supplier’s name, address and other details about the contract, including contract value and the names of subcontractors.
2. Potential Suppliers acknowledge that Our Watch has reporting and transparency requirements, including responsibilities to its funders, and company members (“reporting requirements”). Our Watch may disclose information to its funders or company members, where this is reasonably necessary or prudent.
3. Potential Suppliers must identify any of their information they consider confidential or sensitive. Our Watch will treat information as confidential, subject to any laws and Our Watch’s reporting requirements.
4. Where Our Watch provides confidential or sensitive information as part of this RFQ process, Potential Suppliers agree to keep that information confidential and only use it for the purpose responding to this RFQ.

Conflict of interest & proper conduct

1. Potential Vendors must notify Our Watch immediately if an actual or perceived conflict of interest arises.
2. Potential Vendors and their officers, employees, agents and advisors must not engage in fraudulent, anti-competitive, or similar improper conduct, in connection with this RFQ.
3. Suppliers may need to engage with Our Watch’s Australian government stakeholders. Our Watch is required to note that giving false or misleading information to the Commonwealth is an offence (Criminal Code Act 1995 (Cth)).

# Attachment 1: Template Collaboration Agreement

Refer to template [Collaboration Agreement](https://ourwatch.sharepoint.com/:w:/g/RH/EQmqJMFAWjpKvjKkxFm2LSIBYUk4MRsojHRcyut7eMTKhg?e=6iVEAt) attached. Note, a Master Services Agreement may be used, if additional statements of work might be added.

Negotiation on the terms and conditions may be considered on a case-by-case basis.