

# Summary of changes to GGS templates, terms and conditions

To support the commencement of the Queensland Procurement Policy (QPP) 2026, targeted updates were made to the suite of [General Goods and Services templates, terms and conditions](#), which have been released for use by Queensland Government agencies and Eligible Customers, from 1 January 2026.

## Summary of Changes

All documents were:

- Amended to remove references (clauses, questions and information) to: Best Practice Principles; Ethical Supplier Threshold; Ethical Supplier Mandate; and Local Benefits Test.
- Updated template instructions to Agency/Buyers to support template use.
- Updated Customer name to reflect ‘State of Queensland (acting through the Department of <insert Department name>>’), within relevant templates.
- Privacy Notice renamed to Collection Notice, within relevant templates.
- Minor updates to provide clarification, update references, formatting or fix typographical errors.
- Updated to *Delivering for Queensland* branding.
- Updated version and publication date, as relevant.

Details of changes by document is provided in the below table:

Document	Key Changes
<b>Conditions:</b> <ul style="list-style-type: none"> <li>• Basic Purchasing Conditions;</li> <li>• General Contract Conditions;</li> <li>• Comprehensive Contract Conditions;</li> <li>• Standing Offer Arrangement Conditions.</li> </ul> (Version 3.4 – January 2026)	<ul style="list-style-type: none"> <li>• Amended clauses to remove references to: Best Practice Principles; Ethical Supplier Threshold; Ethical Supplier Mandate; and Local Benefits Test.</li> </ul>
<b>Basic Purchasing Conditions</b> (version 3.5 – January 2026)	<ul style="list-style-type: none"> <li>• Removed duplicate clause 4(d) and re-numbered 4. Requirements.</li> </ul>
<b>Definitions and Interpretations</b> (version 3.4 – published January 2026)	<ul style="list-style-type: none"> <li>• Added definitions: Common-use Supply Arrangement; Dumped Goods; Indigenous Business Directories; Indigenous-owned Businesses; Indigenous Not-For-Profit Organisation; Local Benefits; Local Workforce; Purposeful Public Procurement; Queensland Indigenous Local Council; Queensland Regional Business; Queensland Supplier; Small and Medium Enterprise; Small and Family Business; Social Value; Supply Chain.</li> <li>• Amended definitions: Aboriginal and Torres Strait Islander Business; Small Business; Social Enterprise; Social Procurement; Supply Arrangement.</li> </ul>
<b>Request for Quote (RFQ)</b> (January 2026)	<ul style="list-style-type: none"> <li>• Removed reference to submission of offers via fax, post and courier.</li> <li>• Removed example ‘Additional Contract Conditions’.</li> </ul>

Document	Key Changes
	<ul style="list-style-type: none"> <li>Amended insurance requirements to allow agencies to require suppliers to agree to obtain the required insurance/s, if successful.</li> <li>Amended mandatory criteria to include Queensland Government Supplier Code of Conduct.</li> <li>Amended and included questions to support suppliers confirming business type and diversity.</li> <li>Amended RFQ Conditions, clause 11 to reflect Queensland Arrangements Directory (QGAD).</li> </ul>
<b>Short Form Contract</b> (January 2026)	<ul style="list-style-type: none"> <li>Included item to record supplier's business type and diversity.</li> <li>Included item for supplier's warranty of the Queensland Government Supplier Code of Conduct.</li> </ul>
<b>One-off Invitation to Offer</b> (January 2026)	<p><b>Part A: ITO</b></p> <ul style="list-style-type: none"> <li>Amended Items 1.1 and 1.2 to align with QPP 2026.</li> <li>Amended Item 1.6.2 to include:             <ul style="list-style-type: none"> <li>Queensland Government Supplier Code of Conduct as a mandatory criteria.</li> <li>Amended suggested criteria and included reminder for Purposeful Public Procurement outcomes.</li> </ul> </li> <li>Amended:             <ul style="list-style-type: none"> <li>Item 1.7 to include all documents that form Part B: Contract Details and amended Schedule B: Alternative and/or Innovative offers details</li> <li>Item 1.12 to remove reference to posting or delivering offers.</li> <li>Item 1.16 Complaints to ensure agency's contact details are included.</li> <li>ITO Conditions, Clause 3 Alternative and/or innovative offers.</li> </ul> </li> </ul> <p><b>Part B: Contract Details</b></p> <ul style="list-style-type: none"> <li>Amended Section 1, Item 9 suppliers are asked to agree to obtain the required insurance/s, if successful.</li> <li>Removed Section 1, Item 19 Support for Government Objectives.</li> <li>Amended Schedule 1 – Requirements:             <ul style="list-style-type: none"> <li>Clause 2 Support for Government Objectives to align with QPP 2026.</li> <li>Clause 3 to include Queensland Government Supplier Code of Conduct.</li> <li>Clause 22 to include a reminder for quality assurance requirements, where relevant.</li> </ul> </li> <li>Amended Schedule 2 – Pricing, Clause 4 to remove reference to rebates.</li> </ul> <p><b>Part C: Response Schedule</b></p> <ul style="list-style-type: none"> <li>Amended insurance requirements to allow agencies to require suppliers to agree to obtain the required insurance/s, if successful.</li> <li>Included statement for suppliers to warrant adherence to Queensland Government Supplier Code of Conduct.</li> <li>Included a reminder for agencies to consider when reference details are obtained.</li> <li>Removed subcontractor diversity questions.</li> <li>Streamlined and included questions to confirm supplier diversity.</li> <li>Removed requirement to request secondary contact information.</li> <li>Amended Schedule B – Alternative and Innovative offers to encourage suppliers to propose creative, cost-effective and value for money solutions.</li> </ul>
<b>SOA Invitation to Offer</b> (January 2026)	<p><b>Part A: ITO</b></p> <ul style="list-style-type: none"> <li>Amended Items 1.1 and 1.2 to align with QPP 2026.</li> <li>Amended Item 1.5 to include:             <ul style="list-style-type: none"> <li>Queensland Government Supplier Code of Conduct as a mandatory criteria.</li> <li>Amended suggested criteria and included reminder for Purposeful Public Procurement outcomes.</li> </ul> </li> <li>Amended:             <ul style="list-style-type: none"> <li>Item 1.6 to include all documents that form Part B: Contract Details and amended Schedule B: Alternative and/or Innovative offers details</li> <li>Item 1.11 to remove reference to posting or delivering offers.</li> </ul> </li> </ul>

Document	Key Changes
	<ul style="list-style-type: none"> <li>○ Item 1.16 to ensure agency's contact details are included.</li> <li>○ SOA ITO Conditions, Clause 3 Alternative and/or innovative offers.</li> <li>○ SOA ITO Conditions, clause 11 to reflect QGAD.</li> </ul> <p><b>Part B: SOA Details</b></p> <ul style="list-style-type: none"> <li>● Amended Section 1, Item 10 suppliers are asked to agree to obtain the required insurance/s, if successful.</li> <li>● Removed Section 1, Item 15 Support for Government Objectives.</li> <li>● Amended Schedule 1 – Requirements: <ul style="list-style-type: none"> <li>○ Clause 2 Support for Government Objectives to align with QPP 2026.</li> <li>○ Clause 3 to include Queensland Government Supplier Code of Conduct.</li> <li>○ Clause 4 to remove suggested reference to <i>Labour Hire Licensing Act</i>.</li> <li>○ Clause 10 to allow agencies to insert regions relevant for the procurement activity.</li> </ul> </li> <li>● Included a reminder for agencies to consider when reference details are obtained.</li> <li>● Streamlined and included questions to confirm supplier diversity.</li> <li>● Amended Schedule 2 – Pricing, Clause 4 to remove reference to rebates.</li> <li>● Removed Schedule 6 – Support for Government Objectives.</li> <li>● Amended Schedule B – Alternative and Innovative offers to encourage suppliers to propose creative, cost-effective and value for money solutions</li> </ul> <p><b>Part C: ITO Response Schedules</b></p> <ul style="list-style-type: none"> <li>● Removed subcontractor diversity questions.</li> <li>● Amended insurance requirements to allow agencies to require suppliers to agree to obtain the required insurance/s, if successful.</li> <li>● Included statement for suppliers to warrant adherence to Queensland Government Supplier Code of Conduct.</li> <li>● Included reminder to include criteria to support Purposeful Public Procurement outcomes.</li> <li>● Streamlined and included questions to confirm supplier diversity.</li> <li>● Included a reminder for agencies to consider when reference details are obtained.</li> <li>● Removed requirement to request secondary contact information.</li> <li>● Amended Schedule B – Alternative and Innovative offers to encourage suppliers to propose creative, cost-effective and value for money solutions.</li> </ul>

## Existing Contracts or Common-use Supply Arrangements

Existing Contracts or Common-use Supply Arrangements do not need to be changed or varied, as QPP 2026 does not apply retrospectively.

However:

- All new procurement activities commencing from 1 January 2026 must comply with QPP 2026.
- Renewals of existing contracts or arrangements after 1 January 2026 should be aligned with QPP 2026.
- Agencies and suppliers will have a transition period to align their practices with the new policy.

## New Contracts or Common-use Supply Arrangements

Agency are to use the new suite of [General Goods and Services templates, terms and conditions](#) for new procurement activities.

## Existing Tender Processes

It is acknowledged that there will be some procurement processes that commence prior to the release of QPP 2026 with terms and conditions aligned to the existing QPP 2023. Those processes should follow the approved evaluation plan for that activity.

Subject to the requirements of that plan, an agency may seek to negotiate with preferred suppliers prior to award the inclusion of contractual conditions relevant to QPP 2026, however this would be actioned on a case by case basis, depending on risk, the length of the proposed agreements and the nature of the differences between the QPP 2023 terms and the QPP 2026 terms. Agencies should document their rationale and decisions on these occasions.

## Further information

For further information in relation to GGS documents, please contact the team via [QGPStrategicSourcing@epw.qld.gov.au](mailto:QGPStrategicSourcing@epw.qld.gov.au).

For information in relation to [QPP 2026](#), please contact the team via [ProcurementPolicy@hpw.qld.gov.au](mailto:ProcurementPolicy@hpw.qld.gov.au).