



# TAX INVOICE

Ministerial & Parliamentary Services  
4 Treasury Place  
EAST MELBOURNE VIC 3002  
AUSTRALIA  
ABN:

**Invoice Date**  
05 Aug 2022

**Invoice Number**  
s47G

**Reference**  
s47G

**Leftfield Studio**  
s47G  
BALACLAVA VIC 3183  
AUSTRALIA

**ABN**  
74 354 984 709

Description	Quantity	Unit Price	GST	Amount AUD
s47G				
			Subtotal	7,200.00
			Total GST 10%	720.00
			<b>TOTAL AUD</b>	<b>7,920.00</b>

**Due Date: 12 Aug 2022**

Payment Details:  
Account Name: Leftfield Studio  
s47G

*Payment due within 07 DAYS from date invoiced. Please include invoice number on remittance advice.*



# TAX INVOICE

Ministerial & Parliamentary Services  
4 Treasury Place  
EAST MELBOURNE VIC 3002  
AUSTRALIA  
ABN:

**Invoice Date**  
19 Aug 2022

**Invoice Number**  
s47G

**Reference**  
s47G

**Leftfield Studio**

s47G  
BALACLAVA VIC 3183  
AUSTRALIA

**ABN**  
74 354 984 709

Description	Quantity	Unit Price	GST	Amount AUD
s47G				
			Subtotal	23,100.00
			Total GST 10%	2,310.00
			<b>TOTAL AUD</b>	<b>25,410.00</b>

**Due Date: 26 Aug 2022**

Payment Details:  
Account Name: Leftfield Studio  
s47G

*Payment due within 07 DAYS from date invoiced. Please include invoice number on remittance advice.*

**From:** s47F  
**To:** s22  
**Cc:** s22 MPS VIC State Office  
**Subject:** RE: Electorate office relocations MPS Oakleigh (Hotham) & Geelong (Corio) [SEC=OFFICIAL]  
**Date:** Tuesday, 2 August 2022 9:34:39 AM  
**Attachments:** image001.png

Thanks s22

Confirming the highlighted sections below for both Geelong and Oakleigh?

## Scope of Services

Stage 01  
Sketch Design (Concept Design)  
Stage 02  
Town Planning (if applicable)  
Stage 03  
Design Development  
Stage 04  
Contract Documentation / Tendering  
Stage 05  
Contract Administration  
Project Fee  
All figures excl. GST

s47G

Regards,

s47F

[leftfieldstudio.com.au](http://leftfieldstudio.com.au)

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**From:** s22 @finance.gov.au  
**Sent:** Monday, 1 August 2022 6:06 PM  
**To:** s47F @leftfieldstudio.com.au  
**Cc:** s22 @finance.gov.au; MPS VIC State Office <mapsvic@finance.gov.au>  
**Subject:** Electorate office relocations MPS Oakleigh (Hotham) & Geelong (Corio) [SEC=OFFICIAL]

SEC=OFFICIAL

Hi s47F

I would like to expedite the documentation for both Geelong and Oakleigh – particularly Geelong please.

Can we please run parallel processes rather than wait for Ministerial approval – noting that you will invoice MaPS for the documentation stage for the proposed Geelong fitout – I don't have the delegation to approve the usual fee package of s47G until Ministerial approval is received.

I have approve TJ consulting's fee proposal for Geelong in a separate email, up to the design phase.

Thank you and regards

s22

State Manager – Victoria

Ministerial and Parliamentary Services  
Department of Finance

E: s22 @finance.gov.au

s22

nt Offices,  
4 Treasury Place, East Melbourne Vic 3002

SEC=OFFICIAL

**From:** s47F [redacted] <[redacted]@leftfieldstudio.com.au>  
**Sent:** Monday, 1 August 2022 4:03 PM  
**To:** s22 [redacted] <[redacted]@finance.gov.au>  
**Subject:** MPS Oakleigh & Geelong

Hi s22 [redacted]

Following on from our conversation regarding timing for MPS Oakleigh and Geelong, to keep our current timelines etc, would you like LFS to proceed with the tender documents for these two sites while we are waiting for SMOS approval? (timelines below for reference)

GEELONG –

<b>Milestone</b>	<b>Timing</b>
Documentation	29 <sup>th</sup> August – 16 <sup>th</sup> September (3 weeks)
Tender Issue	19 <sup>th</sup> September
Tender Close	19 <sup>th</sup> – 30 <sup>th</sup> September (2-week tender)
Tender Review	3 <sup>rd</sup> – 4 <sup>th</sup> October
Tender Award	5 <sup>th</sup> October
Fitout Dates	10 <sup>th</sup> October – 2 <sup>nd</sup> December (8-week fitout)
Move Date	5 <sup>th</sup> December

OAKLEIGH –

<b>Milestone</b>	<b>Timing</b>
Documentation	1 <sup>st</sup> – 19 <sup>th</sup> August (3 weeks)
Tender Issue	19 <sup>th</sup> August
Tender Close	2 <sup>nd</sup> September (two-week tender)
Tender Review	5 <sup>th</sup> – 7 <sup>th</sup> September
Tender Award	7 <sup>th</sup> September
Fitout Dates	19 <sup>th</sup> September – 25 <sup>th</sup> November (10-week fitout)
<b>Move Date</b>	<b>28<sup>th</sup> November</b>

Regards,

s47F [redacted]

[Leftfieldstudio.com.au](mailto:[redacted]@leftfieldstudio.com.au)

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### Tax Invoice

Client:  
Left Field Studio

Invoice #: s47G  
Date: 7/09/2022  
Claim No: s47G  
Consultant: s47F

Project Description: s47G

Description	This Claim (GST Excl)
Building Surveying Services (Excluding GST) Agreed fee s47G . This claim -  Disbursements: Lodgement fees Building Admin Levy (based on COW s47G	s47G

**DUE DATE:**  
21/09/2022

Subtotal:	\$3,642.60
GST:	\$280.00
<b>Balance Due:</b>	<b>\$3,922.60</b>

Please ensure the invoice number is quoted as a reference and a remittance is forwarded by fax s47G  
@floreancigsmith.com.au  
s47G  
Please quote Invoice Number: s47G  
Cheques are to be made payable to: Floreancig Smith Building Surveyors

**Please Note:**

The above invoice is payable in accordance with Schedule 2 of the Building Act 1993. This invoice requires payment prior to issue of Building Permit or as agreed on the appointment/agreement letter of Floreancig Smith Building Surveyors.

**From:** s47F  
**To:** [MPS VIC State Office](#)  
**Cc:** s22  
**Subject:** MPS Oakleigh & Sunshine - Building Permit Invoices  
**Date:** Wednesday, 7 September 2022 1:24:41 PM  
**Attachments:** s47G

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Hi MaPS

Please find attached the invoices for the building permits for the above-mentioned jobs. Could you please make payment direct to avoid delays in the permits?

Please don't hesitate to call me should you have any questions.

Regards,

s47F

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TJ Consulting Engineers Pty Ltd  
ABN 44 160 981 868

Building Services |  
Building Refurbishment |  
Building Services  
Suitability Review |  
Energy Assessment



§47G [REDACTED] Melbourne, 3000  
Tel: §47G [REDACTED]  
Email: §47G [REDACTED]@tjconsult.com.au

**TAX INVOICE**

Date of Issue: 13<sup>th</sup> September 2022



To: The Department of Finance  
Ministerial and Parliamentary Services  
4 Treasury Place  
East Melbourne VIC 3002

Attention: The Department of Finance (c/o §47F [REDACTED] - Leftfield Studio Pty Ltd)

PROJECT §47G [REDACTED] PROJECT NUMBER §47G [REDACTED]

**Progress Claim No. 1**

	Total Fee	Percentage complete	Fee to date (including this claim)	Previously Rendered	This account	GST	Amount payable (inc GST)
Briefing	\$ §47G [REDACTED]						
Design Development / Tender Documentation	\$ [REDACTED]						
Construction	\$ [REDACTED]						
			\$ -		\$ -	\$ -	\$ -
			\$ -		\$ -	\$ -	\$ -
<b>Sub-Total</b>	<b>\$ 14,500.00</b>	0%	<b>\$ 11,500.00</b>	<b>\$ -</b>	<b>\$ 11,500.00</b>	<b>\$ 1,150.00</b>	<b>\$ 12,650.00</b>
Disbursements this Month						\$ -	\$ -
<b>THIS ACCOUNT</b>					<b>\$ 11,500.00</b>		<b>\$ 12,650.00</b>

Tax Invoice No §47G [REDACTED] Debtor No [REDACTED] Amount [REDACTED]  
 Payment by Cheque  EFT  (pay §47G [REDACTED] [REDACTED])

**Please include Tax Invoice number within the ETF transfer reference.**

MPS PO NUMBER / REFERENCE NUMBER: §47G [REDACTED]

**From:** s47F  
**To:** s22  
**Subject:** s47G MPS Oakleigh - TJ Consulting Progress Payment 01  
**Date:** Wednesday, 28 September 2022 6:44:20 AM  
**Attachments:** [Tax Invoice s47G - MPS Oakleigh fitout Progress Claim 01 - APPROVED.pdf](#)  
[RE MPS Oakleigh - TJ Consulting Progress Payment 01 Approval.pdf](#)

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Hi s22

Have I sent you this? If not, could you please process?

Regards,

s47F

[Leftfieldstudio.com.au](http://Leftfieldstudio.com.au)

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