



# TAX INVOICE

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

**Invoice Date**  
08 Jul 2022

**Invoice Number**  
s47G

**Reference**  
MPS Geelong

**Leftfield Studio**

s47G  
BALACLAVA VIC 3183  
AUSTRALIA

**ABN**  
74 354 984 709

Description	Quantity	Unit Price	GST	Amount AUD
s47G				
			Subtotal	2,520.00
			Total GST 10%	252.00
			<b>TOTAL AUD</b>	<b>2,772.00</b>

**Due Date: 15 Jul 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**  
05 Aug 2022

**Invoice Number**  
s47G

**Reference**  
MPS GEELONG -

**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**  
06 Sep 2022

**Invoice Number**  
s47G

**Reference**  
GEELONG

**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: 13 Sep 2022**

Payment Details:

s47G Leftfield Studio

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

**From:** s47F  
**To:** [MPS VIC State Office](#)  
**Cc:** s47F  
**Subject:** s47G MPS Geelong - TJ Consulting Progress claim - 01  
**Date:** Thursday, 15 September 2022 2:03:33 PM  
**Attachments:** [Tax Invoice s47G MPS Geelong Brougham fitout Progress Claim 01 - APPROVED.pdf](#)  
[The Hon Richard Marles MP - MPS Geelong \(Corio\) - TJ Consulting Progress claim - 01 Approval.pdf](#)

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Good afternoon, MPS

Please find attached the progress claim 01 for TJ consulting for MPS Geelong, as per the fee proposal.

LFS approves this invoice. Could you please make payment direct?

Don't hesitate to give me a call should you wish to discuss.

Regards,

s47F



s47F

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

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Released by the Department of Finance  
 under the Freedom of Information Act 1982  
 TJ Consulting Engineers Pty Ltd  
 ABN 44 160 981 868  
 Suite s47G Bourke Street Melbourne , 3000  
 Tel: s47G  
 Email: s47G@tjconsult.com.au

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



**TAX INVOICE**

Date of Issue: 15<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 s47F Leftfield Studio Pty Ltd)

PROJECT 100 Bourgham St Geelong MPS Office PROJECT NUMBER s47G

**Progress Claim No. 1**

	Total Fee	Percentage complete	Fee to date (including this claim)	Previously Rendered	This account	GST	Amount payable (inc GST)
Briefing	s47G						
Design Development / Tender Documentation							
Construction							
<b>Sub-Total</b>							
Disbursements this Month							
<b>THIS ACCOUNT</b>					\$ 9,600.00		\$ 10,560.00

Tax Invoice No s47G Debtor No Amount  
 Payment by Cheque  EFT  s47G

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

MPS PO NUMBER / REFERENCE NUMBER:



TAX INVOICE

s47G  
Rowville VIC 3178  
s47G

Invoice: s47G  
Amount: \$22,759.52  
Due By: 20/10/2022

A.B.N. 64 079 229 468

Delivery Address:

MINISTERIAL & PARLIAMENTARY SERVICES  
DEPARTMENT OF FINANCE  
4 TREASURY PLACE  
EAST MELBOURNE VIC 3002

MINISTERIAL & PARLIAMENTARY SERVICES  
s22

SALESPERSON		CUST PO#		SHIP VIA	TERMS	DATE	PG.
					s47G	20/09/2022	Page 1 of 1
QTY.	ITEM NO.	DESCRIPTION			PRICE	DISC	EXTENDED PRICE
1	s47G	s37, s47G			\$20,690.47		\$20,690.47
REFERENCE NUMBER: Sale; MINISTERIAL & PARLIAMENTARY SERVICES s47G				INSTALLATION DATE: 20/09/2022		SALE AMOUNT \$20,690.47 GST \$2,069.05 TOTAL INC \$22,759.52	
*** PLEASE PAY ON THIS INVOICE. *** *** RECEIPTS WILL NOT BE ISSUED. ***						BALANCE DUE \$22,759.52	

Payment Methods:

s47G

Invoice Number: s47G

Please email all remittance to  
s47G@metro-group.com.au with the  
invoice number as the reference

Credit card payments will incur a 1.2% surcharge

All goods remain the property of Metro  
Communications (Vic) Pty Ltd until full  
payment is received.

**From:** s22  
**To:** s47F  
**Cc:** s22  
**Subject:** RE: Dept PM Marles s37 s22 Geelong. [SEC=OFFICIAL]  
**Date:** Tuesday, 6 September 2022 5:01:13 PM  
**Attachments:** [Commonwealth Purchase Order Terms.pdf](#)

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SEC=OFFICIAL

Thank you s47F

On the basis that Ventia have not provided you with responses to your questions about s37, s47G

To meet agreed timing for installation during this Parliamentary sitting period, please invoice MaPS directly for s47G excluding GST.

s37, s47G  
Total Excluding  
GST s47G

SEC=OFFICIAL

Thank you and regards

s22

s22

State Manager – Victoria

Ministerial and Parliamentary Services

Department of Finance

E: s22@finance.gov.au

T: s22 M: s22

A: Melbourne Commonwealth Parliament Offices,

s22

**From:** s47F@metro-group.com.au>

**Sent:** Tuesday, 6 September 2022 2:57 PM

**To:** s22@finance.gov.au>

**Cc:** s47G@metro-group.com.au>

**Subject:** Dept PM Marles s37, s47G

Hi s22

Please find attached previous quotation for Mr. Marles s37, s47G for your approval.

s47F has managed to secure a team to make a start on these works next Monday 12<sup>th</sup>.

I will meet the team onsite to discuss the works

Regards,

s47F



s47F

[www.metro-group.com.au](http://www.metro-group.com.au)

s47G

**Be careful with this message**

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ABN: 64 079 229 468

ACN: 079 229 468

s47G [redacted] Rowville VIC 3178

T 1300 760 870

Es47G [redacted]@metro-group.com.au

www.metrocommunications.com.au



# Professional Services Proposal

**To:** Ministerial & Parliamentary Services

**Attn:** s22 [redacted]

**Re:** Deputy Prime Minister Marles s37, s47G [redacted]

**Reference:** s47G [redacted]

**Prepared by:** s47F [redacted]



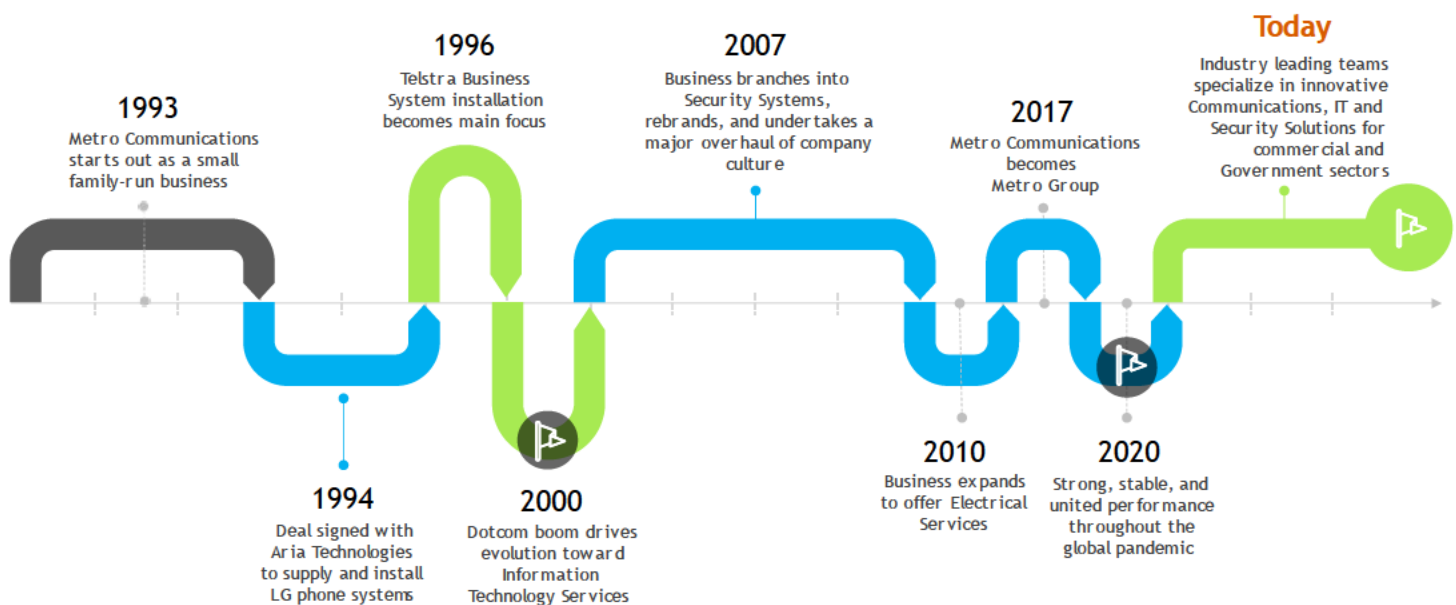
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## COMPANY HISTORY

Starting from humble beginnings in 1993, we are a family-based company that originally specialized in communications and phone system installation.



In 1994 we signed an agreement with Aria Technologies to supply install the Ericsson-LG phone system. To date, Metro Group still supply, install, and maintain the LG system under the original agreement.

Throughout the 2000's a massive upswing in demand for data in the industry increased, and as a result, we quickly established substantial experience with structured cabling, fibre optic and Information Technology installations.

In 2006 Metro Group identified a need in the sector to offer a more seamless and simplified process for our clients when dealing with Communications, IT, Security and Electrical needs. We embarked on a mission to employ additional staff with the highest qualification to make the process simpler.

Today, we employ 15 full time staff across all facets of the Electrical, Communications, IT and Security divisions of the company. We have also developed several strategic partnerships nationally and have sub-contractors on standby when required.

Metro Group are passionate about technology and delivering the latest, most up to date products available. Our dedicated and highly experienced staff seamlessly design, implement, and deliver your total solution, all with a focus toward customer service and delivering the optimum outcome for our clients. Our inhouse design and engineering team collaborate with our clients to deliver an industry best practice, compliant and tailored end-to-end solution, minimizing budget overruns and costly time extensions.

With our large and growing client base, our focus remains on the commercial and government sectors with our company mission statement;

***Solutions Through Innovation:  
Delivering the latest products on time and on budget.***




# QUOTATION

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We thank you for the opportunity of tendering for your project and take pleasure in submitting our price as follows:

s37, s47G

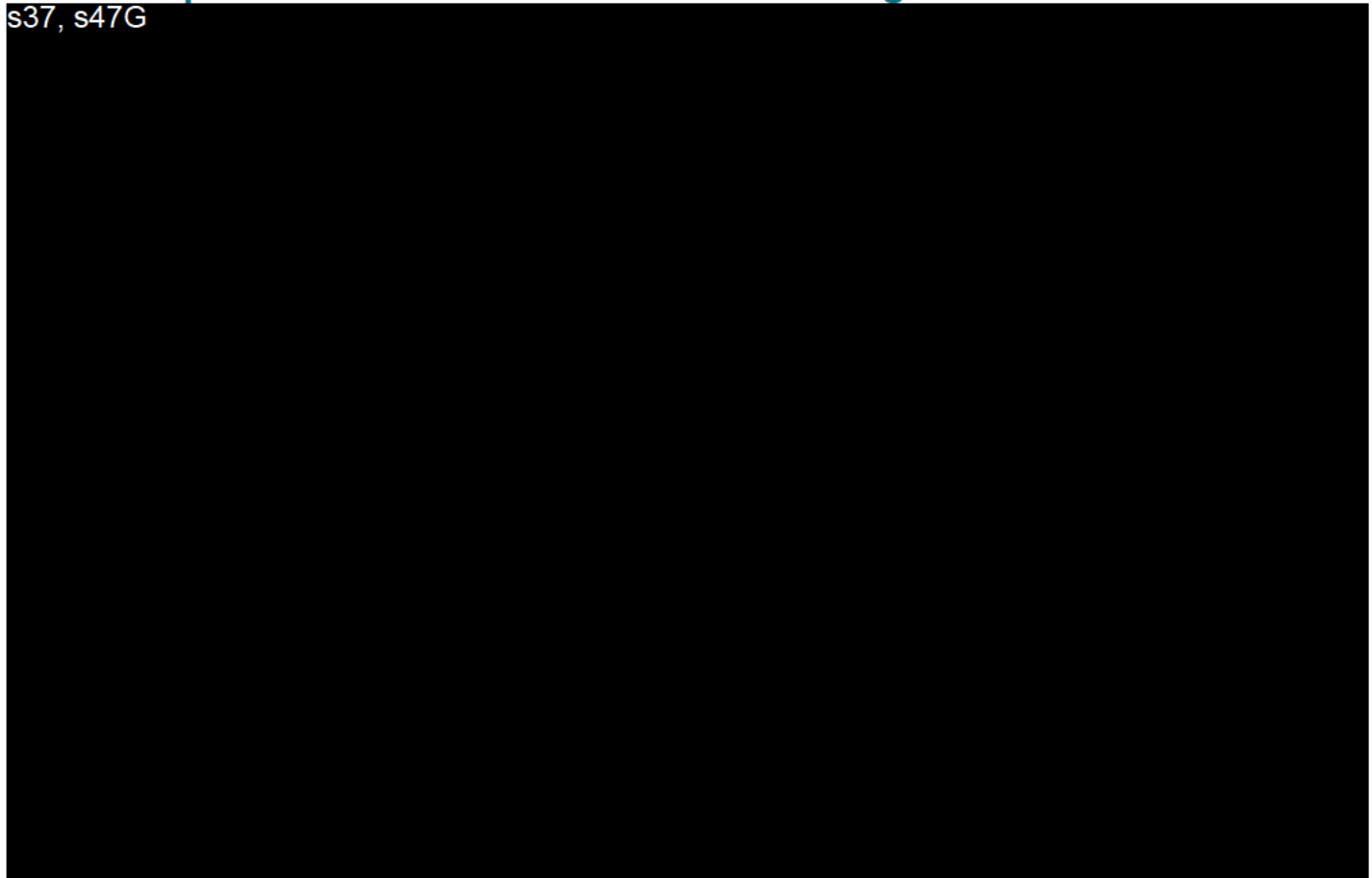
A table with two columns. The first column is almost entirely redacted with a black box, showing only the text 's37, s47G' at the top left. The second column is a light blue box. A horizontal line is drawn below the table.

Total Excluding GST

\$20,690.47

**Our scope of work has been based on the following documentation:**

s37, s47G

A large table that is almost entirely redacted with a black box. Only the text 's37, s47G' is visible at the top left corner.

## Exclusions

In preparation of our quote, we have made no allowance for the following:

- Any out of hours works
- Any out of hours works to install conduits in the ceiling space of the tenancy below
- Removal and/or replacement of any ceiling tiles
- Bins and/or removal of rubbish from site
- All metering and Telstra fees and all supply connection fees
- Warranty or storage of free issue items
- Disposal or removal off site of any redundant items
- Access control, intercom or lockdown button.

We trust the above meets with your approval, but should you require any further information, please do not hesitate to contact the undersigned.

s47F



**Metro Group Vic Pty. Ltd.**