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25 July 2008

Dear Interested Parties

CPA Program – ‘Pre-Tender Application and Deed Poll of Confidentiality and Release’

Thank you for your interest in CPA Australia's impending CPA Program Request for Tender.

Interested parties are required to apply to receive CPA Australia's Request for Tender for services relating to the provision of the CPA Program ("**Request for Tender**").

The application for the Request for Tender requires you to:

1. complete the Pre-Tender Application Form requesting your general business and contact details;
2. execute the Deed Poll of Confidentiality & Release (without amendment); and
3. return the ‘Pre-Tender Application’ and ‘Deed Poll of Confidentiality & Release’ either via fax on +61 3 9606 4770 or scanned copy to procurement@cpaaustralia.com.au.

In addition, all interested parties must return an original signed copy to:

CPA Australia
GPO Box 2820
Melbourne VIC 3001 Australia
For the attention of: Renae Gasmier – CPA Program RFT

By completing and submitting the Pre-Tender Application Form to CPA Australia and executing the Deed Poll of Confidentiality & Release, you warrant that you have a genuine interest in providing the services relating to the provision of the CPA Program and, on the basis of the information available, an intention to submit a Tender in response to the Request for Tender.

You also warrant that you are not seeking the Request for Tender for any purpose other than to assist you in your consideration of whether to submit a Tender and/or assist in the development and lodgement of such a Tender:

You also acknowledge that completing and submitting the Pre-Tender Application Form to CPA Australia and executing the Deed Poll of Confidentiality & Release does not oblige CPA Australia to:

1. issue the Request for Tender to you;
2. conduct the Tender through the Request for Tender in any particular manner; or
3. consider any Tender submitted by or on behalf of you.

Background information on CPA Australia, the CPA Program and the forthcoming request for tender is available to be downloaded from the CPA Australia website at <https://www.cpaaustralia.com.au/links?procurement>.

If you have any queries, please do not hesitate to contact me on +61 3 9606 9674 or procurement@cpaaustralia.com.au

Yours sincerely

A handwritten signature in black ink, appearing to read 'R. Gasmier'.

Renae Gasmier
Procurement and Services Manager

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