



Annual Procurement Activity Plan 2020-21

Alexandra District Health are looking to develop long term partnerships with suppliers that are adaptable and innovative, who take accountability, and who can help deliver real and lasting value.

To effectively and efficiently procure goods and services across the organisation to obtain the best value for money and economies of scale, Alexandra District Health's procurement activity plan is aligned to its priorities and strategies.

When sourcing goods and services from the market, Alexandra District Health is committed to open, fair, and transparent sourcing processes.

This annual Procurement Activity Plan provides a summary of the major procurement activities in the non-salary area of organisational expenditure and provides potential suppliers advance knowledge of the likely procurements in this financial year.

The annual Procurement Activity Plan will be reviewed and updated as required, based on the best information available at the time of publication.

| Category | Description | Contact Person | Estimated Quarter |
|--------------------------------|---|---|-------------------|
| Facilities Management Services | Facility Management Services Replacement Gas Hot Water Units | Director Corporate Services (03) 5772 0900 | Q1 20/21 |
| | IT Asset Replacement Program | | Q2 20/21 |
| Clinical Support Equipment | ENT Surgical Instruments | Director of Clinical Services (03) 5772 0900 | Q1 20/21 |
| | Reusable Medical Scopes | | Q3 20/21 |
| Non-Clinical Support Supplies | Motor Vehicle Replacement | | Q4 20/21 |
| | Patient Reclining Chairs | | Q3 20/21 |

DISCLAIMER:

All planned procurement activities are subject to revision or cancellation. The information in this annual Procurement Activity Plan is provided for planning purposes only and it does not present a solicitation or constitute a request for proposal, nor is it a commitment by Alexandra District Health to purchase the described goods or services. There is no obligation to respond to or return any unsolicited bids received.

SUPPLIERS TO NOTE

Alexandra District Health strongly support the Victorian Government's initiatives in Social Procurement Framework, Local Jobs First, Supplier Code of Conduct and the Federal Government's Modern Slavery Act.

Suppliers are encouraged to make themselves familiar with these requirements when considering to submit tenders/quotes for any of the above procurement activities. Further information can be found at:

Social Procurement Framework: <https://www.buyingfor.vic.gov.au/social-procurement-framework-and-guides>

Local Jobs First: <https://www.buyingfor.vic.gov.au/local-jobs-first>

Supplier Code of Conduct: <https://www.buyingfor.vic.gov.au/supplier-code-conduct>

Modern Slavery Act: <https://www.homeaffairs.gov.au/criminal-justice/files/modern-slavery-reporting-entities.pdf>

To find more information about contracts, tenders and terms and conditions associated with procurement, please visit the HealthShare Victoria website <https://healthsharevic.org.au/>