



## Annual Procurement Activity Plan 2016-17

Terang & Mortlake Health Service is 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, Terang & Mortlake Health Services Procurement Activity Plan is aligned to its priorities and strategies.

Ehen sourcing goods and services from market, Terang & Mortlake Health Service 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
<b>Facilities Management Services</b>	Electrical installations, repairs and maintenance Plumbing installations, repairs and maintenance Water sample testing (legionellae bacteria)	Chief Procurement Officer	Q3 16/17 Q3 16/17 Q4 16/17
<b>Clinical Support Services</b>	Allied Health – Podiatry Allied Health – Physiotherapy Optometry (aged care)	Chief Procurement Officer	Q3 16/17 Q3 16/17 Q3 16/17
<b>Non-Clinical Support Services</b>	Banking Services Printing Services – Annual Report / Quality Account Internal Audit Program	Chief Procurement Officer	Q4 16/17 Q1 16/17 Q1 16/17
<b>Clinical Support Supplies</b>	Fresh Fruit & Vegetables Bread & Bakery Fresh Meat	Catering Services Mgr.	Q1 16/17 & Q3 16/17
<b>Equipment</b>	Furniture & Fittings – Mount View RACS Furniture & Fittings – Terang Hospital acute ward Floor coverings – Terang Hospital (carpet tiles) Patient Beds & Mattresses Motor Vehicle replacements	Chief Procurement Officer	Q2 16/17 Q2 16/17 Q2-4 16/17 Q1 16/17 Q4 16/17
<b>Maintenance Contracts</b>	Mixing Valves; Boilers & Backflow devices CSSD Sterilisers and Boiler Endoscopy equipment	Maintenance Manager Maintenance Manager Chief Procurement Officer	Q2 16/17 Q4 16/17 Q4 16/17
<b>Building related works</b>	Terang Hospital – new Kitchen airlock breezeway	Chief Procurement Officer	Q2 16-17

### 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 does not represent a solicitation or constitute a request for proposal, nor is it a commitment by Terang & Mortlake Health Service to purchase the described goods or services. There is no obligation to respond to or return any unsolicited bids received.