



| Revision History       |                                 |
|------------------------|---------------------------------|
| Date Issued            | March 2023                      |
| Date of Last Review    |                                 |
| Primary Author         | Procurement Officer             |
| Sub Authors            | CSM                             |
| Committee to Review    | Executive Leadership 26/04/2023 |
| Date of Next Review    | March 2024                      |
| Approved & Endorsed By | Board of Directors 03/05/2023   |

## ANNUAL PROCUREMENT ACTIVITY PLAN 2023

Cohuna District Hospital 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, Cohuna District Hospital's procurement activity plan is aligned to its priorities and strategies.

When sourcing goods and services from the market, Cohuna District Hospital are 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                               | Estimated Quarter |
|---|---|-------------------|
| <b>Facilities Management Services</b>     | Plumbing Services                         | <b>Q2 2023</b>    |
|   | Electrical Services                       | <b>Q2 2023</b>    |
|   | Refrigeration & Air-Conditioning Services | <b>Q2 2023</b>    |
| <b>Non-clinical 2023 Support Services</b> | Medical Record Storage                    | <b>Q2</b>         |
| <b>Clinical Support Supplies</b>          | NIL                                       |                   |
| <b>Operating Theatre Supplies</b>         | NIL                                       |                   |
| <b>Non-clinical Support Supplies</b>      | Provision of Fresh Meat                   | <b>Q4 2023</b>    |
|   | Provision of Fresh Fruit & Vegetables     | <b>Q4 2023</b>    |



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## Medical Equipment      NIL Servicing and Maintenance

### 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 Cohuna District Hospital to purchase the described goods or services. There is no obligation to respond to or return any unsolicited bids received.

### SUPPLIERS TO NOTE

Cohuna District Hospital 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>