



Regional Procurement



A message from the Manager

PETER SALAFIA

They say change is a constant in life so with this thought in mind I would like to update all of our readers with the latest news.

Support Services Coordinator position: I am very pleased to announce that Sabrina Smithson who is our Support Services Coordinator will be leaving us in late April to take 12 months maternity leave. Whilst Sabrina's ongoing contribution to Regional Procurement will be sorely missed we are currently recruiting for a replacement to fill this role. We intend to have the successful candidate commence with Regional Procurement on Monday 22 March. This will allow a full month for induction and training to ensure we have taken full advantage of Sabrina's wealth of experience in training our new Support Services Coordinator.

Support Services Officer position: We farewelled Jack McLennan a week ago who has left the organisation to study psychology. We wish Jack well in his new career path and hope that we may not need his professional help too soon!

Support Services Trainee position: We welcomed a new trainee to our ranks - Claire Roche - who commenced with Regional Procurement on 1 February. Welcome Claire.

New Contract: Amongst our more traditional offerings I am excited to announce that Regional Procurement is moving forward with a new contract for the Provision of Legal Services that is expected to be in place by 1 July 2021. This contract is aimed at providing services to our Hunter based client councils. Should such a contract be of interest to any of our other valued client councils please contact us to discuss.

Customer Surveys: Regional Procurement continues to provide our valued client councils and suppliers quality outcomes. We aim to qualify what quality means through our annual customer (Council and Supplier) surveys. I encourage each of you to consider sparing 5 - 10 minutes of your busy schedules to complete the questionnaire when it is sent out mid-year.

I wish to thank all of our valued client councils and suppliers alike for their ongoing support without which there would be no Regional Procurement!



Supplier Tip:

Please be sure that you have your correct preferences ticked within your Tenderlink supplier portal.

This will ensure that you are not missing out on any tenders that are relevant to your organisation.

If you have any further questions on how to do this please call Tenderlink directly on 1800 233 533.

Updates to our website

We are currently in the process of updating our website.

This update should help to reduce the issues some councils and suppliers have been having logging into our portal.

If you want to know more about our portal please email admin@regpro.com.au.



Welcome Claire Roche

Claire started with Regional Procurement as a Support Services Trainee in February this year, the general duties she will be responsible for are:

- Assist with the administration of tender processes including opening Tenders, contacting referees and ASIC checks.
- Provide contract administration services including supplier performance reviews, maintenance of supplier insurance records, accounts payable and aged receivables, collection of spend reports and record maintenance.
- Assist with the setup of website user logins.
- Assist with general enquiries regarding Regional Procurement.

SUSTAINABLE PROCUREMENT

On the home front Regional Procurement had moved away from receiving hard copy tender documents some years ago. Evaluation meetings are predominantly conducted electronically and all contract documents to be executed are now done so in soft copy version.

The Hunter Joint Organisation is progressing with a Circular Economy Memorandum of Understanding to promote the use of sustainable products and services in the member Councils' procurement processes. Regional Procurement will be working closely with these Councils to ensure our contracts include sustainable products and services as an offering.

FOR COUNCIL - LEVEL 2 INDUSTRY PARTNER PROGRAM

This is just a reminder about the Level 2 Industry Partner program that Regional Procurement provides. If you are looking for goods and services under the amount of \$250,000 per annum the below suppliers offer a range of goods and services that are considered beneficial to councils.

Prior to being accepted as a Level 2 Industry Partner, the suppliers shown below have provided evidence of their current trading status and level of insurance coverage as well as met the minimum feedback requirements from Referees.

For a short summary of the services these suppliers offer please visit our website at regionalprocurement.com.au/level-2-industry-partners-councils



aquaassets.com.au



f3motorauctions.com.au



energyaction.com.au



moodie.com.au



newcastleherald.com.au



makwear.com.au



nationalflowsystems.com



streetfurniture.com



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sala4d.com



projence.com.au



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