



Supplier Newsletter - October 2015

Edition 12

Regional Procurement

A Division of Strategic Services Australia

Solving the Procurement Puzzle

Message Message Message Message Message Message Message Message Message Message FROM THE MANAGER

Welcome to the October 2015 Regional Procurement newsletter. My focus in this newsletter is going to be on our tender process and in particular the level of feedback we provide tenderers once the tender process has been completed. The Tenderer Debrief document provides each tenderer with specific details on how that company performed against the nominated evaluation criterion. Additional important details are also provided such as type of tender ie: single or panel source, participating councils, where and when the tender was advertised, who participated in the tender evaluation process, which company/companies were successful and which participating councils accepted the nominated supplier/s etc.

The Tenderer Debrief document is a full and frank appraisal of the evaluation process and provides our valued tenderers with valuable feedback on how their tender submission was considered and reviewed.

Feedback from suppliers via the recent supplier satisfaction surveys shows that:

- 59% of suppliers rate their overall experience with us as excellent or very good
- 55% of suppliers rated the level of service provided to them as excellent or very good



- 64% rated our team as very professional
- 52% rated the post-tender feedback as either very helpful or extremely helpful

My team and I are very proud of these results and will continue to work with our valued suppliers and industry in general to provide meaningful feedback to all who are prepared to invest their time and money by submitting a tender response.

Contract Management System (CMS)

Our Support Services Coordinator and Quality Assurance Officer have been diligently working to maximise the benefits of our comprehensive CMS. Labour intensive processes such as management fee reporting and invoice email-outs will soon be fully automated. This will allow staff to focus on other opportunities to drive efficiencies within our business process. Our CMS is a fully customised database built from the ground up to suit the specific needs of Regional Procurement. Over a few very short years my team has built up a strong working relationship with our valued industry partners. We do not intend to sit on our laurels as it were but rather to take advantage of every opportunity that presents itself so that we can provide an even better tender service to industry.

Do you follow us on Twitter?

You can keep up to date on every tender. All tender information is posted via 'tweets' on our Twitter account www.twitter.com/regpro_au Why not follow us too?

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Reminder

Just a quick reminder to all Industry Partners submitting for tenders via [Tenderlink](#), please remember to keep your contact details updated when downloading Tender Documents, as this means Regional Procurement can easily keep in touch with all suppliers regarding upcoming tenders that are closing.

Thank you!

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Training Opportunities

Our neighbouring division, Local Government Training Institute, offers training that can be customised to suit your organisation's requirements. They have extensive experience in tailoring courses to the needs of local businesses, offering a range of nationally recognised qualifications. LGTI specialises in Business and Local Government, ranging from a Cert III to a Graduate Diploma.

If you are interested in studying or completing a training course through the Local Government Training Institute, please call **(02) 4922 2333**, or click [here](#) to visit their website.



Regional Procurement® is happy to answer any of your questions. Just contact us. The question below is one that is commonly asked.

WHAT IS A CONFORMING TENDER?

A “conforming tender” is one that meets the following requirements –

1. All relevant forms are signed and completed.
2. All supporting documentation required by the tender is attached.
3. The submission addresses the formal evaluation/selection criteria.
4. 1 original plus 1 copy and a CD or USB is included in the tender submission.
5. The tender is received before the closing date and time.

As the information and documentation you are asked to supply may vary between tenders, it is crucial that you read, understand and address all requirements outlined in the available tender documentation.

Interested in what's currently out in the market?

Visit our [Tenderlink Portal](#) to view all advertised tenders.



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As a Member of Regional Procurement, we would love to keep you
informed of the work we are currently undertaking.

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