



# REGPRO

# News

**October  
2018**

*a regular insight into the world of procurement*



***Online Login Portal***

**We have just expanded our online portal to include our valued Industry Partners!**

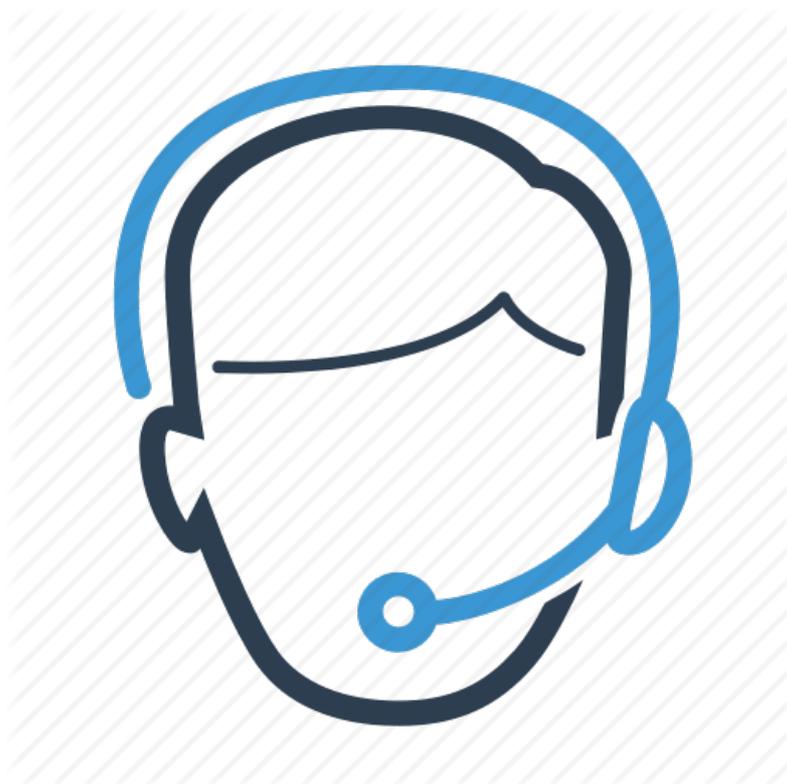
[read more >>](#)



### *What is probity?*

**Contact us for specialised and independent Local Government Probity Services.**

[read more >>](#)



### *Current tender opportunities*

Interested in what is currently in the market? Get in touch with Regional Procurement.

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# Message from the Manager



I am pleased to advise that Regional Procurement was able to deliver in excess of \$350K in Bonus Payments to our client Councils for the 2017/2018 financial year. Management fee bonus payments are paid directly to individual Councils based on their respective spend with our valued suppliers under eligible Regional Procurement contracts. Therefore, the greater the expenditure under eligible Regional Procurement contracts, the greater the bonus payment achieved!

Our contracts require the suppliers to factor in the applicable management fee into their tendered rates. Whether a supplier wishes to pass on the management fee costs to the participating Council/s through their tendered rates or absorb some or all of it is totally up to our suppliers. It is our view that market forces will be the determining driver of this issue.

Given that the tendering process is open and transparent it really allows all tenderers to put their best possible offer forward with a view to winning the business of each participating Council.

Regional Procurement intends to maintain our presence in the Council sphere. Offering value added services to our client Councils such as Probity Auditing and Advice, Fee-For-Service tenders, Reverse Auctions for the procurement of Contestable Electricity (Large Sites and Street Lighting) and our standard Management Fee tender processes are the foundation stones of our corporate structure.

As with all aspirations of success there needs to be a partnership. We are proud of the ongoing and successful working relationships developed over the past 14 years with both suppliers and client Councils alike. My team are passionate about what they do and will go the 'extra mile' to get the job done.

So, whether you are a Council employee or one of our many suppliers I thank you for your continued support and use of Regional Procurement.

It is my intention to see that the high standard of service we currently provide is maintained well into the future.

Regards,

**Peter Salafia**

Manager

Ph: (02) 4978 4044

[peters@regpro.com.au](mailto:peters@regpro.com.au)

# Online Login Portal



We are excited to announce we have recently launched a brand new Industry Partners Login Portal which is now available.

Our original Council Login Portal has been extremely well utilised making our process more streamlined and effective when it comes to distributing executed contracts, current price schedules and other relevant information. We have had many requests from suppliers for a single 'go-to place' to access all current contract documents. By working alongside our website developers, Regional Procurement was able to expand the Council Portal to include our valued Industry Partners starting NOW!

The sign up and login process will be the same for both Councils and Suppliers. To sign up, simply click the link above, enter your details, click "Submit" and you will receive your new login via email within 24 hours. Make sure a council/company email address is used as this is needed for registration.

**\*\*\*PLEASE NOTE: All price schedules will now be uploaded to the portal only and will no longer be individually emailed to each supplier when a variation is due. For access to all current schedules, please register for a portal login.\*\*\***

If you have any questions regarding our new online portal, please contact Support Services on (02) 4978 4010 or email [admin@regpro.com.au](mailto:admin@regpro.com.au).

Thank you!

# 2018 Customer Service Survey Results

Regional Procurement would like to thank our valued Councils and Industry Partners for participating in our annual survey, your feedback is very much appreciated.

If you would like to view the results of the survey, please

[click here!](#)

## What is probity?

Procurement in Local Government must be able to withstand public scrutiny and instil confidence. All potential suppliers should consistently receive fair and equitable treatment. To achieve integrity and transparency, councils must demonstrate an open and accountable procurement process that offers value for money.

While Council officers understand the necessity for conducting tendering processes in a fair, impartial and transparent manner it can be challenging to ensure an independent internal review of processes is undertaken.

Regional Procurement's Probity Services offer councils an entirely independent review of Procurement processes by reviewing compliance with relevant legislation, tendering guidelines and Council's own tender documentation.

As an organisation that has specialised in Local Government tendering since 2004, Regional Procurement is well placed to also

offer specialised and independent Probity Advice and Probity Audit Services.

### **Regional Procurement Probity Advice**

As Probity Advisors, Regional Procurement can monitor processes and practices in place and check for potential bias and conflicts of interest. We are able to provide guidance on potential probity issues and advice on how council could address these issues. This may include commentary on matters and issues of probity, accountability and transparency in the tendering process, how probity risk issues are being managed and how strategies set out in the probity plan are being applied.

### **Regional Procurement Probity Audits**

Regional Procurement can provide either a series of quality-checks throughout the tender process or a full comprehensive review of the complete tender process and tender outcomes after tenders have been evaluated. Either way, Regional Procurement Probity Audits can help to assure stakeholders that Council is adhering to required processes and legislative requirements and that all parties are being treated fairly.

If you would like more information on Probity Services offered by Regional Procurement, please contact Peter Salafia on (02) 4978 4044 or email [peters@regpro.com.au](mailto:peters@regpro.com.au).

# Tenderlink How-To

## **To view a list of all current tenders in Tenderlink**

- Click on "All Open Tenders".

## **To display Tender information**

- Click on the name of the Tender your company is interested in.

## **To purchase and download the documents**

- Click on the option at the bottom of the page.

## **To lodge a Tender submission**

- Read all documents carefully – paying particular attention to the Invitation to Tender, Conditions of Tendering, Specifications and Schedules.

- Complete the Schedules and attach all supporting documentation as specified in the Schedules.

- Keep in mind, Tenderers are typically required to upload submissions electronically via the Tender box at [www.tenderlink.com/regionalprocurement](http://www.tenderlink.com/regionalprocurement) and forward one hard copy to Regional Procurement. However, the lodgement method can vary between tenders.

- Therefore, to correctly lodge a submission by the due date, Tenderers must carefully read and follow the *Instructions for Tenderer Submissions* and *Lodgement Method* in the Invitation to Tender.

## **Tender Submission Checklist:**

1. All Schedules have been completed and saved in the format specified in the Invitation to Tender
2. One hard copy has been printed and every page signed
3. All Supporting Evidence has been attached to the relevant Schedule
4. The signed submission has been uploaded to the Tenderlink electronic tender box
5. One hard copy has been posted to Regional Procurement (as noted in the Invitation to Tender)

# Level 2 Industry Partners

We would like to introduce our newest Level 2 Industry Partners, CIVIQ Public Use Products and Caddy Storage Systems.

To view all of our current Level 2 Industry Partners, please visit our website [www.regionalprocurement.com.au](http://www.regionalprocurement.com.au).

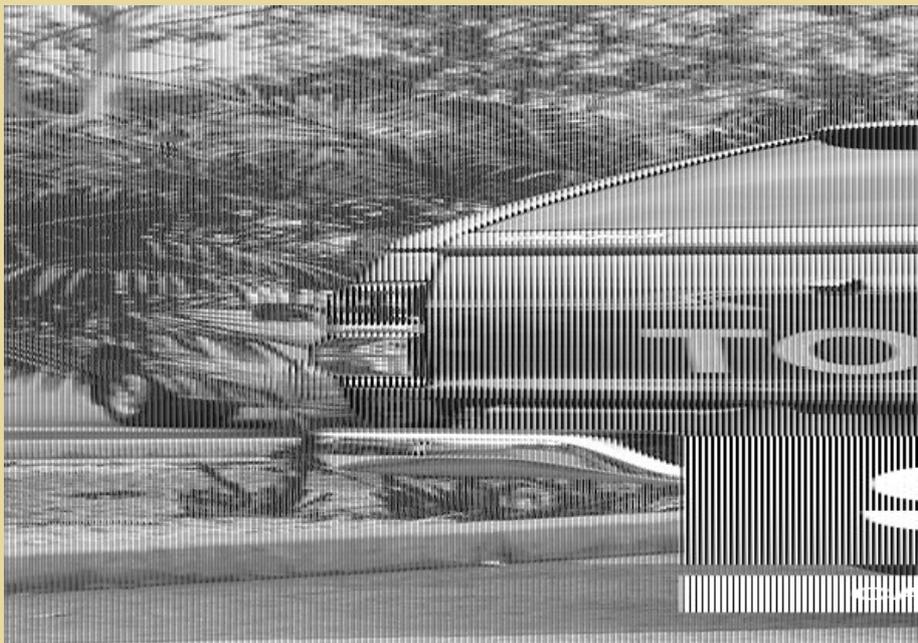
## CIVIQ<sup>TM</sup>

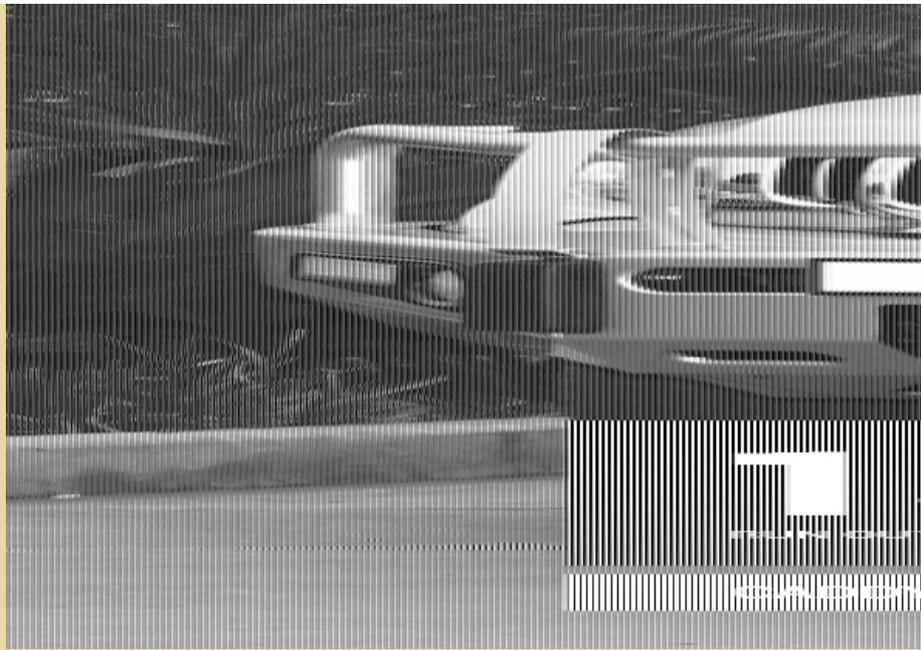
Public-use products

CIVIQ designs, manufactures, installs and maintains a wide range of infrastructural and street furniture products for outdoor and indoor environments. For more information on CIVIQ's quality products, please contact Business Development Manager Brittany Thompson on 1300 600 300 or visit [www.civiq.com.au](http://www.civiq.com.au).



Caddy Storage Systems is the specialist in vehicle storage solutions, providing custom van shelving systems to mesh cargo barriers. They are the go-to for ensuring safe and secure products. For more information on Caddy Storage's services, please contact Grant Seage on 0499 333 840 or visit [www.caddystorage.com.au](http://www.caddystorage.com.au).





# Curious about our energy contracts?



**EnergyAction**

A message from Energy Action - exclusive Energy Management services provider for Regional Procurement.

We are Australia's leading independent Energy Management company, offering a comprehensive range of services designed to both reduce the price you are paying for your energy and minimise the amount of energy you purchase. Through our services we help you understand and take control of your energy needs.

While the electricity market been relatively stable over the past 6 months our industry experts have identified a number of issues that could increase the market volatility (energy market policy uncertainty, the ongoing drought conditions, potential supply concerns over the summer and the continued high price of gas). As a result Energy Action's current guidance for businesses with contracts due to expire before March 2019 is to source new retail contracts sooner rather than later.

Energy Action are the experts in energy efficiency, helping businesses of all sizes across Australia substantially reduce their energy usage. Our tailored approach begins with a detailed energy audit to understand how energy is used at your site and also identifies a range of opportunities that will allow your business to save money and reduce its carbon footprint. Energy Action can also provide consultancy on onsite generation options such as Solar.

Contact us today and let us help you understand and take control of your energy needs. Email [partners@energyaction.com.au](mailto:partners@energyaction.com.au) or visit our website at [www.energyaction.com.au](http://www.energyaction.com.au).

**Interested in whats currently  
in the market?**



**Visit our Tendeink Portal  
to find out!**



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