

## Annual Procurement Activity Plan 2016-17

Seymour Health 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, Seymour Health's procurement activity plan is aligned to its priorities and strategies.

When sourcing goods and services from the market, Seymour Health 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>	Plant & Equipment Repair & Maintenance Services		<b>Q4 16/17</b>
	Fire Prevention Services		
	Grounds Maintenance		
	LPG		
	Facilities Repair & Maintenance Services - Uncategorised		
<b>Non-clinical Support Services</b>	Painting (Buildings)		<b>Q3-4 16/17</b>
	Legal Services		
	Fleet Management Services		
	Printing Services		
	Travel Accommodation & Food		
	Postage		
<b>Clinical Support Supplies</b>	Marketing & Advertising Services		<b>Q2-3 16/17</b>
	Records Management Services		
	Meat & Poultry Products		
<b>Operating Theatre Supplies</b>	Fresh Fruits & Vegetables		<b>Q2-3 16/17</b>
	Bread & Bakery		
<b>Employee Packaging</b>	Surgical custom or speciality procedure packs		<b>Q2-3 16/17</b>
<b>Non-clinical Support Supplies</b>	Salary Packaging		<b>Q2-3 16/17</b>
	Staff Uniforms		
<b>Medical Equipment Servicing &amp; Maintenance</b>	Vehicle fuel & oil		<b>Q4 16/17</b>
	Respiratory Equipment Maintenance		
	Monitoring Equipment Maintenance		
	Patient Beds & Mattresses		
	Sterilisation Equipment 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 Seymour Health to purchase the described goods or services. There is no obligation to respond to or return any unsolicited bids received.