HEALTH PURCHASING VICTORIA

Invitation to Supply

Request For Tender

Part 5 - Statement of Requirements

Version 1 - 7.12.2016 - Update to Part A, 2c Scope.

Tender Number:	**HPVITS2016-124**
Tender Name:	**Hand Hygiene, Disinfectants and Chemical Products**
Tender Closing Date and time:	**Wednesday 30 March 2016, 14:00 AEDT**

Authorised Contact Person

Mike McCrabb

Category Manager

Contact through the HPV Procurement Portal

https://www.hpv.org.au

Published: 24/02/2016, updated V1 7.12.2016

Table of Contents

A Introduction

1. Purpose

a. The purpose of this Part 5 – Statement of Requirements, is to:

(i) detail the scope and range of products sought under this Request for Tender (RFT).
(ii) specify the requirements that Respondents and / or their offered products are to meet (these requirements also form part of any resulting Agreement between Health Purchasing Victoria (HPV) and any successful Respondents).

2. Scope

a. HPV is seeking responses for Hand Hygiene, Disinfectants and Chemical Products for use in Participating Health Services (PHS). The envisaged Term of the Agreement is four (4) years with two (2) possible two (2) year extension periods (4+2+2).

b. The scope of this RFT includes:

(i) The supply of the products listed in section Part 5 -A3 - Product Categories.

The scope is inclusive of categories from two current HPV contracts;

- Categories 1 to 5 from HPVC2010-054 Hand Hygiene and Domestic Paper Products and

- Categories 1 to 5 from HPV contract HPVC2013-064 Cleaning Products, Equipment & Consumables.

c. The scope of this RFT **does not** include hand hygiene products required for the treatment of assessed and documented cases of health service staff with occupational dermatitis

The scope of this RFT **does not** include the following categories:

(i) Toilet Tissue Products - Rolls, Sheets & Dispensers;
(ii) Paper Hand Towels – Rolls, Sheets & Dispensers;
(iii) Facial Tissues – Sheets, Box Brackets & Dispensers:
(iv) Cleaning cloths, microfibre, buckets, mops, handles & extensions
(v) Machine and Handheld Scrub Pads & Scourers
(vi) Cleaning Signage

These products are part of current HPV contracts:

- (i) to (iii), are in Categories 6 to 13 of HPVC2010-054 Hand Hygiene and Domestic Paper Products and

- (iv) to (vi) are in Categories 6 to 11 of HPVC2013-064 Cleaning Products, Equipment & Consumables

but are not part of this tender HPVITS2016-124. See the HPV Workplace Supplies ITS for information on these products (i) to (vi).

d. Indicative volumes are listed in Part 6, Tender Response Worksheet (TRW).

3. Product Categories

a. The categories of Hand Hygiene, Disinfectants and Chemical Products required under this RFT include:

(i) Category 1 – Alcohol-Based Hand Rubs;
(ii) Category 2 – Non Medicated Hand Wash Solutions;
(iii) Category 3 – Medicated Hand Wash Solutions;
(iv) Category 4 – Moisturiser Solutions;
(v) Category 5 – Surface and Equipment Cleaning Wipes
(vi) Category 6 – Chemical Hard Surface Cleaners and Disinfectants;
(vii) Category 7 – Food Service and Utility Washer Chemicals;
(viii) Category 8 – Laundry Chemicals;
(ix) Category 9 – Accessories - Dispensers, Brackets, Pumps and Chemical Dispensers including Automated Chemical Dispensing and Dosing Systems (ACDDS)

b. Respondents may offer products in one, some or all categories.

c. Preference may be given to offers with the greatest range and best value for money across and/or within product categories (with the exception of niche product ranges).

d. Only products that specifically fit within the category description provided will be considered.

e. HPV reserves the right not to consider any additional products offered.

f. For a full list of product categories and subcategories, see Appendix 1 - Category and Subcategory List.

4. Product Conditions

4.1. Product Trials

a. PHS may, at their discretion, research or trial new technology or use non-contracted products to perform product trials at any time during the term of any resulting Agreement.

4.2. Product Duplication

a. HPV will not consider any product that is subject to a current HPV Agreement, other than the current Agreements HPVC2010-054 and HPVC2013-064.

b. Respondents are to ensure each product is offered in only one subcategory.

c. It is the Respondent's responsibility to ensure that each product is submitted in the most appropriate subcategory.

4.3. Product Information

a. Respondents are to submit a copy of relevant product information, diagrams, specifications or brochures to assist in accurately identifying products offered.

b. All product information submitted including information on accessories (associated brackets, dispensers and pumps) is to:

(i) be in electronic format;
(ii) be in English;
(iii) be specific to the product or the accessories offered;
(iv) contain the Respondents' company name;
(v) include the product code;
(vi) include a detailed specification of the product or dispenser/bracket; and
(vii) include clear diagrams/pictures of the product or dispenser/bracket.

c. To assist in managing this material, all product information submitted is to be identified with the relevant HPV category and subcategory number in the file name or identifying metadata. HPV reserves the right not to consider any non-identified submissions.

d. Product information will not form part of product evaluation, but is necessary to assist in accurately identifying and describing products offered.

e. Where offered products are unidentifiable and the product information provided is not clearly labelled, HPV reserves the right to remove these products from evaluation.

f. Respondents are not to submit information relating to products that are not called for in this RFT.

g. Respondents are to provide for evaluation purposes samples of submitted products and accessories. This is to include all new products and accessories and products and accessories from the current contracts with the exception of products listed in Clause 4.3 h. This is to include:

(i) one (1) sample of each product in each size
(ii) one (1) sample of each accessory - bracket, dispenser, pump in each size
(iii) one (1) sample of each chemical dispensing system including Automated Chemical Dispensing and Dosing System (ACDDS).
(iv) a list of all samples provided; and
(v) instructions for use, where applicable.

h. Samples are not required in any category where the product:

(i) Are classified as a Hazardous Substance or Dangerous Good
(ii) Has a net weight greater than 10kg

i. Separate to h (i) (ii), accessories such as chemical dispensers greater then 10kg are to be submitted

j. All samples provided are to:

(i) be new and unopened;
(ii) include supporting specifications and relevant data; and
(iii) be representative of the current packaging and labelling.

k. Each sample submitted is to be clearly labelled with the following information:

(i) Name of the Respondent;
(ii) RFT name and number;
(iii) Name and number of the subcategory that the product has been tendered into; and

product code and description.

l. All samples submitted will be disposed of upon completion of the evaluation process unless collection or return instructions are supplied with each sample. Samples to be returned will be at Respondent's cost.

For samples to be returned, Respondents are to include instructions with the samples with the following:

(i) Clear instructions to indicate if the samples are to be collected from HPV or are to be sent back at the Respondent's cost. For samples that are to be sent back, instructions are to include the freight account or 'con note', an address print out and any necessary paperwork that is to be used by HPV to enable the return to occur.

m. Samples are to be sent to the following address:

Attention to: Mike McCrabb
HPVITS2016-124
Health Purchasing Victoria
Level 34, 2 Lonsdale Street
Melbourne, VIC 3000

n. All samples are to arrive at this address before the tender Closing Date and Time.

5. Definitions

a. The following definitions apply to this Part 5 – Statement of Requirements, unless otherwise stated.

Term	Definition
Accessories	Any dispenser, bracket, pump or chemical dispenser system used with the product
Agreement	The Agreement between HPV and a successful Respondents whether in draft or otherwise.
business day	Any weekday that is not gazetted as a public holiday in Melbourne, Victoria.
Consumable	A component that is used continually until it is exhausted and needs to be replaced.
GMDNS	Global Medical Device Nomenclature System.
GS1	The organisation Global Standards One.
GTIN	Global Trade Identification Number.
HPV	Health Purchasing Victoria.

Term	Definition
May	Indicates an optional element; it is at the Respondent's discretion to either meet or not meet this element, and failure to meet this element will not have an impact during evaluation.
Must	Indicates a mandatory requirement; failure to meet this requirement will have a significant negative impact during evaluation.
normal use	Indicates that the item has undergone use for which it is manufactured and intended, and shows no sign of physical damage other than regular wear and tear.
NPC	National Product Catalogue.
OEM	Original Equipment Manufacturer.
PHS	Participating Health Services - Public Hospitals and other Health or Related Services, as those terms are defined in Section 3 of the *Health Services Act 1988* (Vic), that are described in **Appendix 4 of Part 8**.
Product	The goods and its container that is used and consumed, that can be held in place or dispensed by accessories
Respondent	Any person, company or organisation responding to this ITS and, unless the context otherwise requires, includes those who may access the ITS for submitting a Tender.
RFT	Request for Tender.
Should	Indicates a highly desirable element; unless justifiable reason exists, not meeting this element may have a degree of impact during evaluation.
single use	A device that is intended for use on an individual patient, during a single procedure, and then discarded. (Source: TGA, Regulation of the Re-Manufacture of Single Use Medical Devices).
single-patient use	A device that can potentially undergo more than one episode of use on one patient only. The device may need to undergo some form of reprocessing between each use (in accordance with manufacturers' instructions). (Source: TGA, Regulation of the Re-Manufacture of Single Use Medical Devices).
SLA	Service Level Agreement.
TGA	Therapeutic Goods Administration.
TRW	Tender Response Worksheet.
Update	In relation to the equipment, means any software or hardware supplied by the supplier which has been produced primarily to improve the operation of the equipment (including bug fixes and patches) without significantly improving the functionality or performance of the Equipment;
Upgrade	In relation to the equipment, means any software or hardware supplied by the supplier, which has been produced primarily to extend, alter or improve the equipment by providing additional functionality or performance enhancements.

Term	Definition
VOC	Volatile Organic Compound (VOC) is any organic compound with a boiling point 50-260°C
Will	Indicates an anticipated future condition or requirement.

B Statement of Work

1. Delivery

a. Hand Hygiene, Disinfectants and Chemical Products are to be delivered within **two (2) business days** to the Participating Health service from receipt of order unless otherwise agreed.

b. Except where there is evidence of inappropriate handling by the receiving PHS, all damaged or broken products and equipment is to be replaced free of charge.

2. Urgent Deliveries

a. For the purposes of this section, urgent deliveries refers to urgent requests placed by an individual PHS, and does not include state-wide emergency situations.

b. Respondents are to be able to receive and action urgent deliveries.

c. Urgent deliveries are to be received by PHS within the shortest possible timeframe. This should be within **24 hours** from the receipt of order.

3. Education and Training

a. Upon request by a PHS, successful Respondents are to deliver education and training and training material to health services staff for all products awarded as a result of this ITS.

b. Education and training is to be for both newly awarded products and existing products from the current contracts that are awarded under this ITS.

c. Education and training is to include training on the correct and safe use of products including education on skin care and cleaning techniques in order to minimise the development of occupational dermatitis.

d. Training material is to comply with Standard 3 of the National Safety and Quality Health Service Standards – Appendix 2 - Standards, Guidelines and Other References.

e. Education and training requirements may include (but are not limited to):

(i) face-to-face training at PHS sites
(ii) off-site training days for users;
(iii) updates and refresher training on products; and
(iv) training materials.

f. If requested by a PHS, successful Respondents are to provide an education plan detailing how they will provide training to nominated health service staff. Note that the number of health service staff involved in training may vary greatly between each PHS.

g. Successful Respondents are to ensure that the following is available to the PHS (in hard-copy and electronic format):

(i) the credentials of any staff who would be providing support including a valid Police Check and where applicable a Working with Children Check;
(ii) the hours of availability for support;
(iii) the geographical area covered by the support (if support is available on-site); and
(iv) details of educational and/or support materials available to health service staff.

h. All training regimes are to include appropriate levels of training to meet Workplace Health & Safety standards as required by the Victorian WorkCover Authority.

4. Customer Service and Support

a. Successful Respondents are to be able to deliver prompt customer service and support to the PHS.

b. Successful Respondents are to nominate at least one representative as the key account manager to work closely with the PHS and HPV.

c. Successful Respondents are to provide PHS with representatives that are:

(i) inherently familiar with the contracted products;
(ii) appropriately qualified for the service to be performed;
(iii) technically/clinically knowledgeable about the contracted products;
(iv) available to respond to PHS queries during business hours; and
(v) representatives are required to have a valid Police Check and may require a Working with Children Check.

d. The level of customer service and support required of Representatives is expected to include (but is not limited to):

(i) liaising with key health service staff to recommend products and solutions;
(ii) prompt answering of queries;
(iii) liaising with various hospital departments (e.g. Service Managers, Infection Prevention Manager, Clinical Product Advisors, Nurse Unit Managers);
(iv) relevant Department Manager
(v) providing on-site support (if requested); and
(vi) providing information and training materials.

5. Key Performance Indicators

a. Key Performance Indicators are included in Schedule 6 of Part 7 Draft Agreement - Performance Indicators.

6. Reporting

a. Refer to Schedule 7 of Part 7 Draft Agreement - Reporting Requirements.

b. Successful Respondents are to provide to HPV other reports that may reasonably be required from time to time.

7. Service Level Agreement

a. Successful Respondents may enter into a Service Level Agreement (SLA) with individual hospitals or health services.

b. PHS Service Level Agreement with the successful Respondents may cover other arrangements including, but not limited to:

(i) requirements for stock management and rotation;
(ii) arrangements for ordering, invoicing and delivery;
(iii) clinical support, including attendance requirements for Representatives in relation to education and training; and
(iv) communication arrangements for product recalls and safety alerts (refer to Part 5 -C3 - Recall Process).
(v) reporting frequency, eg: quarterly

c. The SLA will be in addition to the Agreement between the successful Respondents and HPV, and will not alter any terms of the Agreement.

d. Successful Respondents are to provide a copy of all Service Level Agreements to HPV within one (1) week of the SLA being finalised.

e. HPV will not be responsible for monitoring compliance with any SLA. This is a matter of agreement between the parties to the SLA.

C General Requirements

1. Standards and Compliance

a. All items offered are to comply with relevant Australian Standards (or their equivalent International Standards). Refer to Appendix 2 - Standards, Guidelines and Other References for a list of the minimum relevant standards.

b. Items offered are to be approved by the Australian Therapeutic Goods Administration (TGA) (where applicable).The Respondents are to provide evidence of this (i.e. ARTG number) on the Tender Response Worksheet, or provisional ARTG registration documentation.

c. Successful Respondents are to provide evidence of ARTG certification to Participating Health Services upon request

d. Chemical products offered are to be provided with the relevant chemical registration (where applicable).

2. Packaging and Labelling

a. Products are to be packaged to retain the structural integrity of the enclosed product.

b. All labels are to comply with the Therapeutic Goods Order No. 37: General Requirements for Labels for Therapeutic Goods (where applicable). All product names and codes are to be in English and clearly visible on the product pack or labels.

c. Where applicable all chemicals are to comply with standard labelling for chemicals and transport of chemicals. Refer to Model Code of Practice - Labelling of Workplace Hazardous Chemicals by Safe Work Australia.

d. Expiry Date or Manufacturing Date/Batch information, where applicable, are to be clearly visible on individual product packaging.

e. Items are to be transported and delivered in accordance with Australian standards and guidelines.

3. Recall Process

a. All recalls are to be managed in line with the Uniform Recall Procedure for Therapeutic Goods (2004).

b. Within six (6) months of contract commencement, all recalls and/or hazard alerts are to be completed using GS1 Recallnet Healthcare.

4. Backorders and Discontinued lines

a. In the event that a product is unavailable, successful Respondents are to immediately contact the affected PHS (at a minimum):

(i) supply departments; and
(ii) Applicable Department Manager and the Clinical Products Advisors (where applicable)

b. In the event that a product is unavailable, or is predicted to be unavailable, for a period of two (2) or more consecutive weeks, successful Respondents are to also contact:

(i) Health Purchasing Victoria (HPV).

c. In the event that an item is discontinued, successful Respondents are to notify all affected PHS staff and HPV (as listed in clause 4b) as soon as possible, but no less than six (6) months before the last date of supply to the PHS.

d. Successful Respondents are to inform the affected Participating Health Services and HPV of:

(i) anticipated timeframe for resolving the supply issue; and
(ii) availability of agreed substitute products.

e. Successful Respondents are to provide PHS with regular reports on out of stock and stock at risk. The respective PHS will decide the frequency of reporting.

5. Superseded Products

a. Where a contracted item is substituted or superseded, the new product are to be offered at the same price as the original item. This includes items associated with the product such as dispensers, brackets or pumps. A change request are to be submitted to HPV as a Contract Variation Request for approval.

6. Expiring date

a. Products that have an Expiry Date (where applicable) are to have a minimum of six (6) months shelf life on delivery to all PHS.

7. Environmental Sustainability

a. For each good tendered, the Respondents shall provide the information requested below in the relevant columns of the Tender Response Worksheet:

(i) For the primary packaging unit:

I. A description the primary packaging including material and form
II. The percentage of recycled content, if known
III. If the packaging is readily recyclable
IV. If items of recyclable packaging are identified with a recycling symbol (e.g. Mobius loop).

(ii) For plastic items:

I. The Plastics Identification Code

b. For each good tendered, the Respondents may nominate if the product is an environmentally preferred product within its category in the relevant column of the Tender Response Worksheet. The Respondents will be required to provide additional information as an attachment to substantiate any claim. Options may be to either:

(i) Provide certification by an independent third-party that the product conforms to a relevant environmental specification (an “Eco-label”), which is compliant to ISO Standard 14024 (preferred)
(ii) Provide an Environmental Product Declaration for self-declared environmental claims. In this case the Respondent is referred to AS/NZS ISO Standard 14021, ISO 14025, and the Australian Competition and Consumer Commission guidance on Green Marketing and the Consumer Law for general advice.

c. Respondents are to indicate if there is a recycling collection program available for the collection of recyclable items such as containers with chemical residues, or for hand hygiene containers or pumps. Respondents should provide details on how the program would operate.

d. Environmental management by OEM manufacturers and suppliers will be assessed. Preference will be given to suppliers that can consistently demonstrate superior levels of environmental performance or lower risk of environmental harms throughout the supply chain.

8. Reference Sites - for Products

a. Respondents are required to provide a minimum of three (3) references from public or private health services within Australia, who are currently using or have trialled and evaluated each product offered in this submission, unless the product offered is currently on HPV contract HPVC2010-054 or HPVC2013-064.

b. Referees are to be suitably qualified to be a reference for the product, eg: clinicians, infection department managers, service managers. Where a product category contains a variety of specific sub-categories, Respondents are to ensure that the references provided are representative of the full range of products tendered.

c. HPV reserves the right to verify this information with health service staff and seek user feedback as to the acceptability of these products.

d. Respondents should not nominate a referee without their express permission.

D Product Specifications

1. Substances of Concern

a. Preference will be given to products (including accompanying packaging) that are latex-free, unless otherwise stated.

b. Preference may be given to products (including delivery products and accompanying packaging in contact with the products) that are free from phthalate content, particularly diethyl-2-hexylphthalate (DEHP).

2. Compliance with Category Specifications

a. Products offered with optional components are to also comply with the specifications for other relevant categories (where applicable).

3. Material Safety Data Sheet

a. Current Material Safety Data Sheets (MSDS) shall be provided for all products

b. MSDS shall be:

(i) Made available to health services with each initial order of a particular product, either directly or via a third party MSDS management system
(ii) Provided electronically as requested by a health service
(iii) Provided to a third party MSDS management system, upon the request of a health service.

c. Successful Respondents shall notify HPV and contract users at health services and provide any updated versions of MSDS throughout the life of the contract or upon request.

d. All MSDS shall:

(i) Be specific to the products offered
(ii) Comply with the Code of Practice for the Preparation of Safety Data Sheets for Hazardous Chemicals.

4. Chemical Based Cleaning Products

a. Products offered in Chemical Based Cleaning Products shall comply with and be tested to Therapeutic Goods Order 54 (Standard for Disinfectants and Sterilants), where applicable.

b. Respondents making a claim of compliance with Therapeutic Goods Order 54 shall provide evidence of compliance testing.

c. These certificates of compliance will also be available in electronic form upon request from health services.

d. Where a product quality issue is identified during the contract, HPV reserves the right to request further testing.

e. In the event that further testing is required, HPV reserves the right to remove products from contract, should a successful Respondent refuse to retest products to prove compliance.

f. All chemicals offered shall comply with the relevant local, state and federal statutory requirements, including but not limited to those relating to the:

(i) Approved Criteria for Classifying Hazardous Substances [NOHSC:1008(2004)]
(ii) Globally Harmonised System of Classification and Labelling of Chemicals 3rd Revised Edition.

g. Where applicable, the products tendered shall assist Victorian hospitals and health services in complying with the requirements of:

(i) The Code of Practice for the Storage and Handling of Dangerous Goods 2013
(ii) Dangerous Goods (Storage and Handling) Regulations 2012.

All ready-to-use or refillable chemical containers shall be supplied with a durable label. Details are to be provided on the process of decontamination between refills where applicable.

E Category Specifications

A complete range of Hand Hygiene, Disinfectants and Chemical Products is required for treatment of patients across Victorian Participating Health Services

Category 1 - Alcohol-Based Hand Rubs

a A full range of alcohol-based handrubs is required to meet the needs of health services. This includes a full range of volumes and presentations:

(i) with and without antiseptics;
(ii) a full range of:
1. forms including, gels, foams and liquids including mists and sprays
2. volumes;
3. presentations;
(iii) specialised hand rubs for surgery
(iv) accessories to support personal use of alcohol-based handrubs e.g. dispenser, bracket, pumps, clips or belts;
(v) heat and/or light resistant covers or similar to support effective product use where applicable to the product.

b For all alcohol-based handrubs offered, alcohol concentration shall be 60% or above.
c Preference may be given to hand rubs with an alcohol concentration of 70% or greater
d The type of alcohol is to be stated.
e Where a pump mechanism is used for dispensing, a new pump is to be provided for each bottle of solution.
f Unit packaging shall be labelled with instructions for loading hand rubs into the dispensers.
g Alcohol-based handrubs may contain emollients to minimise the drying effects of alcohol on the user's skin.
h Respondents are to indicate if products contain other ingredients that are hypoallergenic (beneficial for hypersensitive skin), or that minimise the development of occupational dermatitis.
i For each product offered Respondents shall provide the following information in the Tender Response Worksheet:

(i) brand name;
(ii) product volume in millilitres;
(iii) the form of handrub eg; liquid, foam, gel, mist, spray etc;
(iv) type of available alcohol;
(v) percentage of available alcohol;
(vi) type of available antiseptic (where applicable);
(vii) percentage of available antiseptic (where applicable);
(viii) type of emollient in the handrub (where applicable);
(ix) percentage of emollient in the hand rub;
(x) type of hypoallergenic ingredient to minimise occupational dermatitis (where applicable);
(xi) active ingredients
(xii) colouring ingredient;
(xiii) other ingredients;
(xiv) dispensed amount based on the product usage instruction label;
(xv) cost per dispensed amount on the product usage instruction label;
(xvi) where a range of dispensed amounts is specified on the label, the minimum amount will be used for product evaluation;
(xvii) pH;
(xviii) colour;
(xix) type and percentage of taste deterrent ingredient (eg. denatonium);
(xx) type of dispensing mechanism e.g. flip cap, dispenser with lever, push pump;

(xxi) accessories to be used with the product eg. dispensers, brackets or pumps;
(xxii) fragrance (where applicable);
(xxiii) compatibility with active ingredients in Category 3, eg: Chlorhexidine, Iodine, Triclosan so as not to deactivate these chemicals

Category 2 - Non Medicated Hand Wash Solutions

a A full range of non-medicated hand washing solutions with emollients is required to meet the needs of health services. This includes a full range of volumes and presentations.

b Solution containers for wall-mounted dispensers shall form a closed system and shall not be capable of being refilled.

c Where a pump mechanism is used for dispensing, a new pump shall be provided for each bottle of solution.

d Unit packaging shall be labelled with instructions for loading hand wash solutions into the dispensers.

e For each non medicated hand wash solution offered, Respondents shall provide the following information in the Tender Response Worksheet:

(i) brand name;
(ii) product volume in millilitres;
(iii) the form of solution eg; liquid, foam, gel, mist, spray etc;
(iv) type of available antiseptic (where applicable);
(v) percentage of available antiseptic (where applicable);
(vi) type of emollient in the handrub (where applicable);
(vii) percentage of emollient in the hand rub;
(viii) active ingredients and other ingredients;
(ix) colouring ingredient;
(x) other ingredients;
(xi) dispensed amount based on the product usage instruction label;
(xii) cost per dispensed amount on the product usage instruction label;
(xiii) where a range of dispensed amounts is specified on the label, the minimum amount will be used for product evaluation;
(xiv) pH;
(xv) colour;
(xvi) type of dispensing mechanism e.g. flip cap, dispenser with lever, push pump;
(xvii) accessories to be used with the product eg. dispensers, brackets or pumps;
(xviii) fragrance (where applicable);
(xix) compatibility with active ingredients in Categories 1 and 3, eg: Alcohol Based Handrubs and Chlorhexidine, Iodine, Triclosan so as not to deactivate these chemicals

Category 3 - Medicated Hand Wash Solutions

a A full range of volumes and presentations of medicated hand washing solutions is required to meet the needs of health services. This includes solutions containing:

(i) Povidone Iodine;
(ii) Chlorhexidine Gluconate, 4% and 2%;
(iii) Triclosan

b Solution containers for wall-mounted dispensers shall form a closed system and shall not be capable of being re-filled.

c Where a pump mechanism is used for dispensing, a new pump shall be provided for each bottle of solution.

d Unit packaging shall be labelled with instructions for loading hand wash solutions into the dispensers.

e Respondents are to indicate if products contain other ingredients that are hypoallergenic (beneficial for hypersensitive skin), or that minimise the development of occupational dermatitis.

f For each medicated hand wash solution offered, Respondents shall provide the following information in the Tender Response Worksheet:

(i) brand name;
(ii) product volume in millilitres;
(iii) the form of solution eg; liquid, foam, gel, mist, spray etc;
(iv) type of available active ingredient;
(v) percentage of available active ingredient;
(vi) type of other hypoallergenic ingredient to minimise occupational dermatitis (where applicable);
(vii) colouring ingredient;
(viii) other ingredients;
(ix) dispensed amount based on the product usage instruction label;
(x) cost per dispensed amount on the product usage instruction label;
(xi) where a range of dispensed amounts is specified on the label, the minimum amount will be used for product evaluation;
(xii) pH;
(xiii) colour;
(xiv) type of dispensing mechanism e.g. flip cap, dispenser with lever, push pump;
(xv) accessories to be used with the product eg. dispensers, brackets or pumps;
(xvi) fragrance (where applicable);

Category 4 - Moisturiser Solutions

a A full range of sizes and presentations of moisturiser solutions for hand care is required to meet the needs of health services.

b Moisturiser solutions are to be compatible with the range of hand hygiene products offered in Categories 1, 2 and 3.

c Moisturiser solutions are to be water based.

d Solution containers for wall-mounted dispensers shall form a closed system and shall not be capable of being refilled.

e Where a pump mechanism is used for dispensing, a new pump shall be provided for each bottle of solution.

f Unit packaging shall be labelled with instructions for loading moisturiser solutions into the dispensers.

g Respondents shall provide the following information in the Tender Response Worksheet:

(i) brand name;
(ii) product volume in millilitres;
(iii) the form of solution eg. foam, gel, mist, spray etc;
(iv) type of emollient in the handrub;
(v) percentage of emollient in the hand rub;
(vi) active ingredients;
(vii) colouring ingredient;
(viii) other ingredients;
(ix) dispensed amount based on the product usage instruction label;
(x) cost per dispensed amount on the product usage instruction label;
(xi) where a range of dispensed amounts is specified on the label, the minimum amount will be used for product evaluation;
(xii) pH;
(xiii) colour;
(xiv) type of dispensing mechanism e.g. flip cap, dispenser with lever, push pump;
(xv) accessories to be used with the product eg. dispensers, brackets or pumps;
(xvi) fragrance (where applicable);
(xvii) compatibility with active ingredients in Categories 1 and 3, eg: Alcohol Based Handrubs and Chlorhexidine, Iodine, Triclosan so as not to deactivate these chemicals

Category 5 - Surface and Equipment Cleaning Wipes

a A full range of Surface and Equipment Cleaning Wipes is required to meet the needs of health services. This includes:

(i) Disinfectant
(ii) Neutral Detergent
(iii) Alcohol.

b All Wipes shall be packaged in a resealable container to minimise the evaporation of the active ingredient or any other ingredient.

c Preference may be given to wipes that have easy to read and clear set up instructions, are easy to open and set up, are easy to dispense sheets and have sheets that separate easily without wastage. Easy to open and set up includes ease of opening the tub or canister and ease of opening the inner sealed package if present (easy of tear apart, contains perforations, requires scissors etc)

d Respondents are to indicate if the wipe is compatible with specific surfaces, that is; is known not to deteriorate the surface.

e Respondents are to indicate if products are effective against specific microorganism groups such as fungicides, sporicides, tuberculocides or virucide. Respondents shall supply documentary evidence as an attachment for review, in relation to the efficacy of such specific claims.

f For each Surface and Equipment Cleaning Wipe offered Respondents shall provide the following information in the Tender Response Worksheet:

(i) Brand name
(ii) Type (e.g. disinfectant, neutral detergent)
(iii) Active ingredient/s (e.g. Isopropyl alcohol)
(iv) Presentation (e.g. single sheet, perforated roll)
(v) Type of container (e.g. bucket, canister, box)
(vi) Dimensions of wipe in centimetres (cm)
(vii) Thickness of wipe in millimetres (mm)
(viii) Cost per wipe
(ix) Fragrance (where applicable)
(x) Type (e.g. wall mounted, free standing)
(xi) Accessories to be used with the product eg. dispensers and brackets
(xii) Material (e.g. PVC)
(xiii) Identification of compatible surfaces.
(xiv) Specific microorganism effective properties
(xv) Shelf life in months
(xvi) If the wipe is food safety compliant

Category 6 - Chemical Hard Surface Cleaners and Disinfectants

a A full range of Chemical Hard Surface Cleaners and Disinfectants to meet the needs of health services. This includes:

(i) All purpose (general cleaner)
(ii) Glass
(iii) Bathroom and toilet
(iv) Stainless steel
(v) Hard floor cleaners and sealers
(vi) Disinfectants

b Disinfectants are to be TGA-registered Disinfectants for surfaces for use in healthcare or healthcare related applications

c Chemical Hard Surface Cleaners should be presented in a range of dispensers, including but not limited to:

(i) Bottles with caps, flip caps, sprays and rocker caps
(ii) Container Pumps
(iii) Automated dosing systems – see Category 9: Manual systems and Automated Chemical Dispensing and Dosing System (ACDDS)

d Glass cleaners shall evaporate quickly and be non–streaking.

e Hard floor sealers shall be non slip and able to be used with buffing machines.

f Respondents please note that Chemical Cleaners specifically designed for use in food service areas shall be tendered under Category 7: Food Service and Utility Washer Chemicals.

g For each Chemical Hard Surface Cleaner offered, Respondents shall advise the following information in the Tender Response Worksheet:

(i) Brand name
(ii) Type (e.g. all-purpose cleaner, toilet-bowl cleaner, hospital-grade disinfectant, hard floor sealer)
(iii) Presentation (e.g. liquid, foam, powder)
(iv) Size (e.g. volume in millilitres or weight in grams)
(v) Colour coded (where applicable)
(vi) Colour of solution (where applicable)
(vii) Fragrance (where applicable)
(viii) Type of dispenser (e.g. dosing system)
(ix) Type of cap (where applicable)
(x) Cost of diluted solution per litre (that is; the ready to use or made up (mixed) solution based on the product mixing instructions label)
(xi) Where a range of product mixing instructions are specified on the label, the minimum amount will be used for product evaluation.

h For any additional components offered, Respondents shall provide a clear description of the component in the Product Description of the Tender Response Worksheet.

i For all additional components offered, Respondents shall advise in the relevant column of the Tender Response Worksheet the product code/s with which the component is compatible.

j For each Chemical Hard Surface Cleaner offered, Respondents shall advise in the relevant column of the Tender Response Worksheet:

(i) Volatile Organic Compound (VOC) content (% w/w), undiluted
(ii) Undiluted pH (where applicable)
(iii) pH when diluted (to most concentrated level recommended for use)
(iv) Most concentrated dilution factor recommended for end-use
(v) If the product contains:
1. Phosphates
2. Chlorine, other than as inorganic chloride salts
3. Ammonia
4. Quaternary ammonium salts.
(vi) Active ingredients

k If the product is listed as either a Hazardous Substance or Dangerous Good – (inclusive of Class 8 products)

l Shelf life post dilution in hours (where applicable).

Category 7 - Food Service and Utility Washer Chemicals

a A full range of Food Service Chemicals to meet the needs of health services. This includes, but is not limited to:

(i) Food grade sanitisers
(ii) Enzymatic kitchen cleaning chemicals
(iii) Dishwashing chemicals
(iv) Degreasers and oven cleaners.

b A full range of Utility Washer Chemicals to meet the needs of health services. This includes, but is not limited to:

(i) Utensil detergents
(ii) Rinse aids
(iii) Machine de-scalers
(iv) Water softeners.

c Chemicals are to comply with the Food Standards Australia New Zealand (FSANZ).

d Only enzymatic or food grade products are to be tendered in this category.

e For each Chemical offered, Respondents shall advise the following information in the Tender Response Worksheet:

(i) Brand name
(ii) Chemical Class number
(iii) Type (e.g. fresh produce sanitiser, mechanical dishwashing detergent, rinse aid, hand dishwashing liquid, degreaser)
(iv) Type of dispenser (e.g. manual or auto dispensing)
(v) Presentation (e.g. tablet, liquid, powder)
(vi) Size (e.g. volume in millilitres or weight in grams)
(vii) Colour of solution (where applicable)
(viii) Fragrance (where applicable)
(ix) Active ingredients (e.g. sodium hypochlorite, ammonia)
(x) Type of dispenser (e.g. dosing system)
(xi) Type of cap (where applicable)
(xii) Dispensed amount based on the product usage instruction label
(xiii) Cost per dispensed amount on the product usage instruction label
(xiv) Where a range of dispensed amounts is specified on the label, the minimum amount will be used for product evaluation
(xv) Cost of diluted solution per litre (where applicable), that is; the ready to use or made up (mixed) solution based on the product mixing instructions label
(xvi) Where a range of product mixing instructions is specified on the label, the minimum amount will be used for product evaluation
(xvii) Shelf life post dilution in hours (where applicable)
(xviii) pH in whole or undiluted form
(xix) pH when diluted (where applicable) to most concentrated level recommended for use
(xx) Corrosion inhibitor (where applicable).
(xxi) If the product is listed as either a Hazardous Substance or Dangerous Good
(xxii) Volatile Organic Compounds (VOC) content (% w/w), undiluted
(xxiii) If the product contains:
1. Phosphates
2. Chlorine, other than as inorganic chloride salts

3. Ammonia
4. Quaternary ammonium salts

(xxiv) Percentage of available chlorine (where applicable)

(xxv) Materials with which it is compatible (e.g. stainless steel, aluminium, PVC).

Category 8 - Laundry Chemicals

a A full range of Laundry Chemicals for non-commercial laundries is required to meet the needs of health services. This includes, but is not limited to:

(i) Detergents
(ii) Softeners
(iii) Bleach
(iv) Sanitisers
(v) De-stainers
(vi) Chemicals for use in ozone generating systems.

b All Laundry Chemicals offered shall assist Victorian hospitals and health services with chemical sanitisation and meeting the requirements of:

(i) AS 4146: Laundry Practice
(ii) AS 3789.5: Textiles for health care facilities and institutions - Wool blankets - Laundering procedures.

c For each Laundry Chemical offered, Respondents shall advise the following information in the Tender Response Worksheet:

(i) Brand name
(ii) Type (e.g. laundry detergent, fabric softener, bleach)
(iii) Presentation (e.g. powder, liquid)
(iv) Size (e.g. volume in millilitres or weight in grams)
(v) Bactericidal properties
(vi) Enzyme based (where applicable)
(vii) For use in front or top load machines
(viii) For use in hot or cold water
(ix) Fragrance (where applicable)
(x) Type of dispenser (where applicable)
(xi) Type of cap (where applicable)
(xii) Dispensed amount based on the product usage instruction label
(xiii) Cost per dispensed amount on the product usage instruction label
(xiv) Where a range of dispensed amounts is specified on the label, the minimum amount will be used for product evaluation
(xv) Cost of diluted solution per litre (where applicable), that is; the ready to use or made up (mixed) solution based on the product mixing instructions label
(xvi) Where a range of product mixing instructions is specified on the label, the minimum amount will be used for product evaluation
(xvii) pH in whole or undiluted form
(xviii) pH when diluted (where applicable) to most concentrated level recommended for use

d For any additional components offered, Respondents shall provide a clear description of the component in the Product Description of the Tender Response Worksheet.

e For all additional components offered, Respondents shall advise in the relevant column of the Tender Response Worksheet the product code/s with which the component is compatible.

f For each Laundry Chemical offered, Respondents shall advise in the relevant column of the Tender Response Worksheet:

(i) Volatile Organic Compound (VOC) content (% w/w), undiluted
(ii) If the product contains:
    1. Phosphates
    2. Chlorine, other than as inorganic chloride salts
    3. Ammonia
    4. Quaternary ammonium salts.
(iii) If the product is listed as either a Hazardous Substance or Dangerous Good
(iv) The most concentrated dilution factor/dosage recommended for end use
(v) Recommended water temperature.

Category 9 - Accessories - Dispensers, Brackets, Pumps and Chemical Dispensers including Automated Chemical Dispensing and Dosing Systems (ACDDS)

a Accessories include Dispensers, Brackets, Pumps and Chemical Dispensers including Automated Chemical Dispensing and Dosing Syste C7bms (ACDDS) for the dispensing of product.

b Accessories are required for the dispensing of hand hygiene, wipes, disinfectants and chemical products to meet hospital needs for product use, product replacement, transitioning, rationalisation or upgrading of current systems.

Dispensers and Brackets

c Dispensers can be wall mounted and be either operated by a lever or have an automatic mechanism.

d Brackets can either be wall mounted or fixed to a structure or are attached to equipment such as a bed, trolley or are attached to clothing or a belt.

e Dispenser and Brackets for Wipes includes any accessory that is associated with the wipes product but does not include the container that holds/contains the wipes

f Dispensers and brackets shall:

(i) be robust and easy to clean;
(ii) have no rough or sharp edges.

g For dispensers that have an automatic battery powered mechanism Respondents are to detail the battery life and change over services to health services.

h When installed in a dispenser, the dispensing nozzle of each refill shall be shielded to minimise the risk of contamination.

i Preference may be given to dispensers that have tamper proof properties and/or have a mechanism that reduces possible theft of the product.

j Dispensers are to only have replaceable refills. Dispensers that have refillable containers will not be considered in this tender.

k Respondents are to detail their installation plan in terms of how they would work with a health service, audit the number of existing accessory locations and new accessory locations, and minimise the time of changeover and impact on health services. This is to include how dispensers and brackets are to be removed and attached to walls or structures (adhesive, screwed, other) and how the restoration of surfaces and surrounds will be achieved. The plan is to also provide recommendations on safe distances from electrical points and other hazards and any other recommendation or process.

l Respondents shall provide in the Tender Response Worksheet separated pricing for:

(i) The price for each product in categories 1 to 8 of the TRW, based on the volume estimates in the TRW
(ii) Pricing for dispensers and brackets (accessories) in category 9 of the TRW for the purchase and installation of dispensers and brackets. Respondents are to include the price or state in the TRW for each dispenser or bracket if there is zero cost. This includes installing new dispensers/brackets or replacing the current dispenser/brackets. Pricing is to be expressed per dispenser/bracket and include pricing for the volume ranges in the TRW.

(iii) Price for the provision of additional accessories during the contract as a result of breakage or new locations, or to indicate if the accessories are offered at 'no cost'

m Respondents shall provide the following information on the Tender Response Worksheet:

(i) brand name;
(ii) the internal and external dimensions in centimetres;
(iii) colour;
(iv) capacity (volume of product) held in each dispenser or bracket e.g. 500mls;
(v) type of material the dispenser or bracket is composed of e.g. plastic or metal;
(vi) whether it is possible to lock the dispenser
(vii) whether the dispenser or bracket is hand, elbow or foot operated

Container Pumps

k Pumps are manually operated devices such as push pumps, push down nozzles and trigger sprays that fit onto a product container.

l Pumps shall be sufficiently robust to retain their effective structure and function throughout use of an entire container.

m Pumps shall be easy to and should be easy to use as a one handed operation (where applicable).

n Pumps shall have a smooth operation throughout the full use (full life) of the product.

o Preference may be given to products with the pump either attached to each product container or contained within the packaging at time of delivery.

p Preference may be given to pumps (and containers) that have tamper proof properties and/or mechanisms to reduce misuse (eg: in high risk clinical areas).

q Respondents shall provide in the Tender Response Worksheet pricing for:

(i) the price for the pump if not included with the product
(ii) costs associated with the provision of additional pumps, or if additional pumps are offered at 'no cost'

r Respondents shall provide the following information in the Product Description on the Tender Response Worksheet:

(i) brand name
(ii) dispensing volume of the pump;
(iii) number of depressions of the pumping mechanism to deliver the recommended dose based on the product usage instructions label;
(iv) if the pump is included with the product;
(v) if the pump is attached to the product container or is separate within the packaging.

Chemical Dispensers including Automated Chemical Dispensing and Dosing Systems (ACDDS)

Manual Chemical Dispensers and Brackets

u. All manual dispensers and/or brackets shall be provided free on loan and installed free of charge

v. Respondents shall advise if a manual dispenser and/or bracket fitting service is available. Where a fitting service is available, Respondents shall provide the following information:

(i) All costs associated with this service
(ii) Whether this service includes removal and disposal of existing dispensers and/or brackets and the restoration of surfaces and painting of surrounds.
(iii) The resources available to undertake this process
(iv) Use of any third party subcontractors (including their relevant licences, such as electrical or plumbing licences)
(v) The details and processes for repair/ replacement of any damaged or faulty dispensers and/or brackets
(vi) Ability to comply with specific health service requirements for:

I. Contractor induction process (e.g. iPRO LIVE)
II. Engineering requirements in accordance with the National Construction Code.

w. Successful Respondents shall ensure that any third party subcontractors comply with the requirements to have a valid Police Check and that they may be required to have a Working with Children Check

x. When installed in a dispenser, the dispensing nozzle of each refill shall be shielded to minimise the risk of contamination.

y. Manual dispensers and brackets shall:

(i) Be robust and easy to clean
(ii) Have no rough or sharp edges.

z. Respondents please note: manual dispensers that can be refilled with solutions may not be considered.

Automated Chemical Dispensing Dosing Systems (ACDDS)

aa. ACDDS shall be provided free on loan and installed free of charge.

Functionality

bb. Where an ACDDS is offered, Respondents shall advise the functional characteristics of the dispensing system, including but not limited to:

(i) The type of system/s available (e.g. manual or automated, portable or permanent)
(ii) Functionality (e.g. closed loop)
(iii) Whether it is tamperproof
(iv) The range of system models available (e.g. bucket fill, bottle fill)
(v) Physical dimensions in centimetres.

cc. All ACDDS shall include an air gap or non-return valve compliant with the relevant Australian Plumbing Standards and/or Building Codes. Evidence of compliance shall be available to health services upon request.

dd. Respondents are to indicate and provide details regarding if the ACDDS can incorporate a telemetry system to automate the tracking of chemical levels and re-ordering of liquid chemical stock.

Installation, Service and Maintenance

ee. Respondents shall advise if an installation service is available. Where an installation service is available, Respondents will provide the following information:

(i) Whether this service includes removal and disposal of existing dispensers and/or brackets and restoration of surfaces
(ii) The resources available to undertake this process
(iii) Use of any third party subcontractors (including their relevant licences, such as electrical or plumbing licences)
(iv) Ability to comply with specific health service requirements for:

I. Contractor induction process (e.g. iPRO LIVE)
II. Engineering requirements in accordance with the National Construction Code.

ff. Successful Respondents shall ensure that any third party subcontractors comply with the requirements to have a valid Police Check and that they may be required to have a Working with Children Check

gg. Servicing and maintenance shall include, but is not limited to:

(i) Calibration
(ii) Dilution rate testing
(iii) Reporting of the above to the health service
(iv) Surface testing for infection control and food safety.

hh. Respondents shall advise the frequency and content of service and maintenance which they will undertake on any ACDDS supplied under the Agreement to ensure continued compliance with all the relevant Australian Standards.

ii. Documentary evidence of service and maintenance undertaken (e.g. a detailed service report) is to be provided at the time of each service to the health service's Building Engineering and Maintenance Services and/or as nominated by the health service. Respondents shall submit a pro forma of the proposed service report

jj. Respondents shall advise the details and processes for repair/replacement of any damaged or faulty ACDDS.

Transition In and Out Plan

kk. Respondents shall provide a transition plan that identifies how, if successful, they would undertake the transition of:

(i) A current user to the new contractual arrangement
(ii) A new user to the Respondent's contracted range
(iii) An existing user out of the current contractual arrangement.

ll. This transition plan for both Manual Dispenser and Brackets and ACDDS shall include:

(i) Details of the Respondent's ability to:

I. Supply
II. Install
III. Remove

(ii) A risk assessment and mitigation plan (e.g. alternatives where water pressure is not suitable)
(iii) A detailed project plan that includes:

I. Any minimum lead-times
II. Timelines
III. Resourcing (including on behalf of the health service, successful Respondent and any third party suppliers/subcontractors)
IV. Contingency plan

(iv) Identification of a hospital or health service's product requirements
(v) Education and support of hospital and health service personnel in the effective selection and use of products
(vi) Management of any existing hospital-owned stock
(vii) Where required by the health service, removal of any existing dispensers or brackets
(viii) Repair of any consequent damage to surfaces and any associated costs
(ix) Use of any successful Respondent third party suppliers or subcontractors (including their relevant licences, such as electrical or plumbing licences)
(x) Ability to comply with specific health service requirements for:

I. Contractor induction process (e.g. iPRO LIVE)
II. Engineering requirements in accordance with the National Construction Code
III. Contractors are required to have a valid Police Check and may require a Working with Children Check

(xi) Notwithstanding clause 7, the process for establishing Service Level Agreements with participating hospitals and health services.

Appendix 1 - Category and Subcategory List

	CATEGORY	SUBCATEGORY	
1	Alcohol-Based Hand Rubs	1.01	Alcohol Based Handrubs
		1.02	Alcohol Based Handrubs with antiseptic
		1.03	Surgical Alcohol Based Handrubs
2	Non Medicated Hand Wash Solutions	2.01	Non Medicated Hand Wash Solutions
3	Medicated Hand Wash Solutions	3.01	Medicated Hand Wash Solutions with Povidone Iodine
		3.02	Medicated Hand Wash Solutions with Chlorhexidine 2%
		3.03	Medicated Hand Wash Solutions with Chlorhexidine 4%
		3.04	Medicated Hand Wash Solutions with Triclosan
4	Moisturiser Solutions	4.01	Moisturisers
5	Surface and Equipment Cleaning Wipes	5.01	Surface and Equipment Cleaning Wipes, Disinfectant
		5.02	Surface and Equipment Cleaning Wipes, Neutral Detergent
		5.03	Surface and Equipment Cleaning Wipes, Alcohol
6	Chemical Hard Surface Cleaners and Disinfectants	6.01	Chemical Hard Surface Cleaners, All Purpose
		6.02	Chemical Hard Surface Cleaners, Glass
		6.03	Chemical Hard Surface Cleaners, Bathroom
		6.04	Chemical Hard Surface Cleaners, Toilet
		6.05	Chemical Hard Surface Cleaners, Stainless Steel
		6.06	Chemical Hard Surface Cleaners, Hard Floor
		6.07	Chemical Disinfectants
7	Food Service and Utility Washer Chemicals	7.01	Food Service Chemicals, Food Grade Sanitiser
		7.02	Food Service Chemicals, Enzymatic Kitchen Cleaning Chemical
		7.03	Food Service Chemicals, Mechanical Dishwashing Chemical
		7.04	Food Service Chemicals, Hand Dishwashing Chemical
		7.05	Food Service Chemicals, Rinse Aid
		7.06	Food Service Chemicals, Degreaser
		7.07	Food Service Chemicals, Oven Cleaner

	CATEGORY	SUBCATEGORY	
		7.08	Food Service Chemicals, Additional Components
		7.09	Utility Washer Chemicals, Utensil Detergent, Manual
		7.10	Utility Washer Chemicals, Utensil Detergent, Auto-dispensing
		7.11	Utility Washer Chemicals, Rinse Aid, Manual
		7.12	Utility Washer Chemicals, Rinse Aid, Auto-dispensing
		7.13	Utility Washer Chemicals, Machine Descaler, Manual
		7.14	Utility Washer Chemicals, Machine Descaler, Auto-dispensing
		7.15	Utility Washer Chemicals, Water Softener, Manual
		7.16	Utility Washer Chemicals, Water Softener, Auto-dispensing
		7.17	Utility Washer Chemicals, Additional Components
8	Laundry Chemicals	8.01	Laundry Chemicals, Laundry Detergent
		8.02	Laundry Chemicals, Laundry Detergent, Bactericidal
		8.03	Laundry Chemicals, Laundry Detergent, Enzyme Based
		8.04	Laundry Chemicals, Laundry Detergent, Ozone Chemical
		8.05	Laundry Chemicals, Fabric Softener
		8.06	Laundry Chemicals, Bleach
		8.07	Laundry Chemicals, Sanitiser
		8.08	Laundry Chemicals, Destainer
		8.09	Laundry Chemicals, Additional Components
9	Accessories - Dispensers, Brackets, Pumps and Chemical Dispensers including Automated Chemical Dispensing and Dosing Systems (ACDDS)	9.01	Hand Hygiene Dispensers, plastic
		9.02	Hand Hygiene Dispensers, metal
		9.03	Hand Hygiene Brackets, plastic
		9.04	Hand Hygiene Brackets, metal
		9.05	Hand Hygiene Belt and Clothing Clips or Devices
		9.06	Container Pumps
		9.07	Wipes Dispensers and Brackets
		9.08	Chemical Dispensers, manual
		9.09	Chemical Dispensers, automated (ACDDS)

Appendix 2 - Standards, Guidelines and Other References

A 2.a Standards

The references to the below standards include any amendments, revisions or consolidations to those standards.

For each standard listed, Respondents are to ensure the latest publication of each standard is used.

STANDARD NUMBER	STANDARD NAME
Standard 3– Preventing and Controlling Healthcare Associated Infections	National Safety and Quality Health Service Standards NSQHSS by Australian Commission on Safety and Quality in Health Care (ACSQHC).
AS/NZS 4187:2014	Reprocessing of reusable medical devices in health service organizations
AS1079.4	Packaging of items (sterile) for patient care Part 4: Flexible Packaging Systems – for single use in hospitals.
Therapeutic Goods Order 54	Standard for Disinfectants and Sterilants
No number published	Cleaning Standards for Victorian Health Facilities 2011
AS/NZS 4146:2000	Laundry Practice
AS 3789.5:1994	Textiles for health care facilities and institutions - Wool blankets - Laundering procedures.
No number published	Antimicrobial Stewardship Clinical Care Standard: December 2015
AS/NZS ISO Standard 14021	Environmental labels and declarations—Self-declared environmental claims (Type II environmental labelling)
ISO 14025	Environmental labels and declarations -- Type III environmental declarations -- Principles and procedures

A 2.b Legislation

The references to the below legislation include any amendments, revisions or consolidations to those references.

(i) Therapeutic Goods (Medical Devices) Regulations 2002;
(ii) Therapeutic Goods Act 1989; and
(iii) NHMRC (2010), Australian Guidelines for the Prevention and Control of Infection in Healthcare, Commonwealth of Australia;
(iv) Therapeutic Goods Administration (1991), Therapeutic Goods Order No. 37: General Requirements for Labels for Therapeutic Goods;
(v) Therapeutic Goods Administration (2004), Uniform Recall Procedure for Therapeutic Goods, Commonwealth of Australia;
(vi) Therapeutic Goods Administration (2011), Australian Regulatory Guidelines for Medical Devices;
(vii) ISO 13485 – Medical Devices Quality Management System. References Table of Subcategory Definitions; and
(viii) Dangerous Goods (Storage and Handling) Regulations 2012.
(ix) Environmental Protection Act 1970.
(x) Occupational Health and Safety (Manual Handling) Regulations 1999
(xi) Occupational Health and Safety Act 2004: Version incorporating amendments as at 23 February 2007
(xii) Occupational Health and Safety Regulations 2007 (OHS Regulations)

A 2.c Guidelines and Other References

The references to the below guidelines include any amendments, revisions or consolidations to those guidelines:

GUIDELINE NAME
Australian Guidelines for the Prevention and Control of Infection in Healthcare (2010)
The Australia New Zealand Food Standards Code - Standard 3.2.2 - Food Safety Practices and General Requirements
Hand Hygiene Australia: 5 moments for hand hygiene: April, 2013. Australian Commission on Safety and Quality in Healthcare
Australian Competition and Consumer Commission guidance on Green Marketing and the Consumer Law for general advice.
The Code of Practice for the Storage and Handling of Dangerous Goods 2013
Model Code of Practice - Labelling of Workplace Hazardous Chemicals