Products Briefing

Operating Room and Wound Drainage Consumables

HPVITS2017-057

HEALTH PURCHASING VICTORIA

Wednesday, 18 January 2017 2:00pm

Ann Murphy

Category Manager

Products Briefing

- Introducing Health Purchasing Victoria
- HPV Procurement Portal
- HPV Invitation to Supply

  - Category objectives
  - Proposed categories in scope
  - Proposed Timelines
  - Tender Response Worksheet
  - Other information (e.g. Recallnet and VPCS Compliance)

- Next Steps
- Questions

Presentation Information

Register - sign in

On HPV website (Reference: HPVITS2017-057):
- Industry Briefing presentation slides
- Part 5 − Statement of Requirement

Register on the HPV Website as a supplier and add this category as a Favourite to receive updates

Who is Health Purchasing Victoria?

At Health Purchasing Victoria (HPV) we help public health care services deliver high quality patient care by ensuring they have a reliable and agile supply chain.
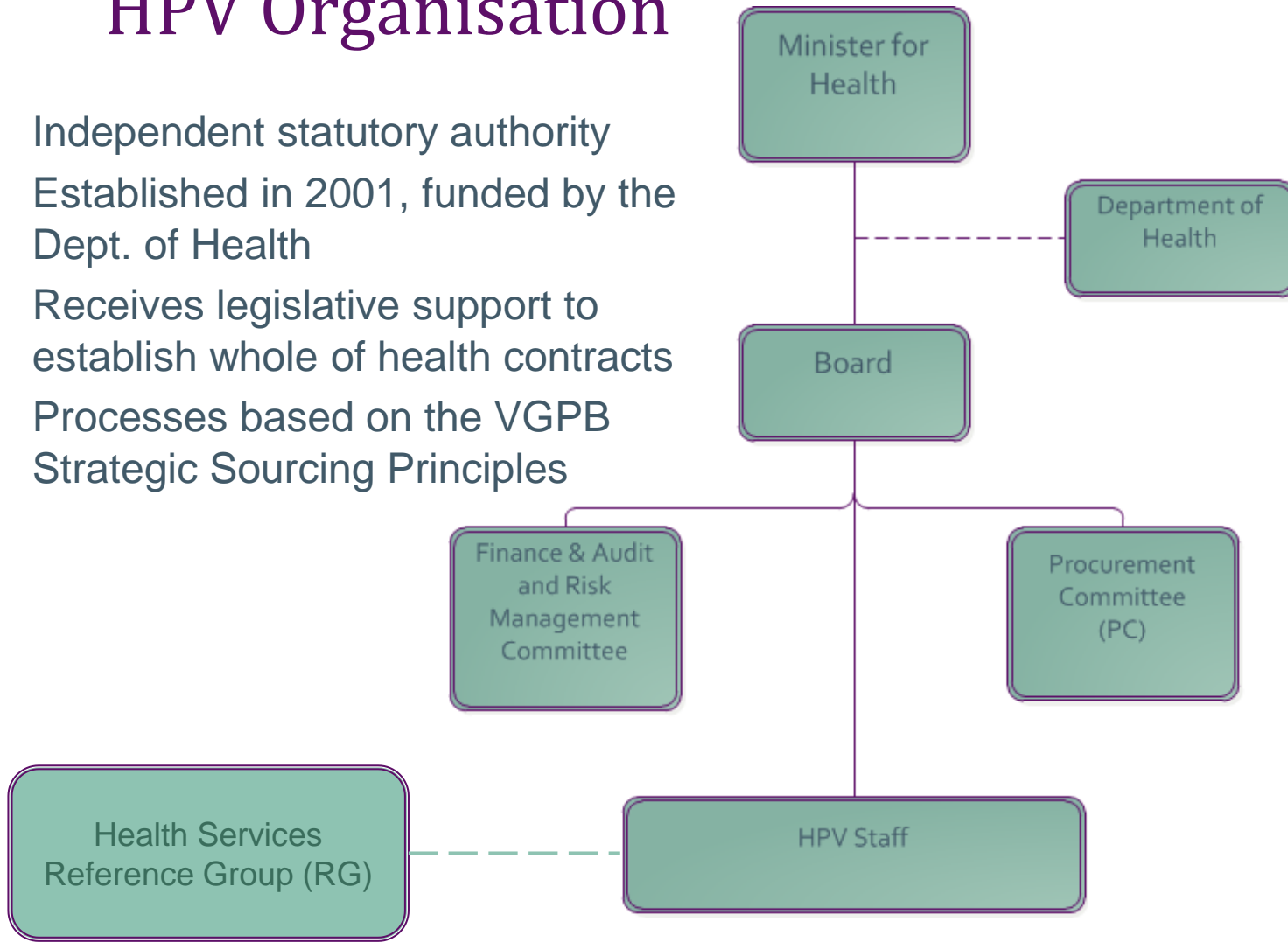
We do this by:
- Partnering with them to organise collective contracts for the things they buy.
- Providing advice and education on how to get their supply chain working at its best.
- Ensuring Victorian Government health purchasing policies are complied with.

HPV Organisation

- Independent statutory authority
- Established in 2001, funded by the Dept. of Health
- Receives legislative support to establish whole of health contracts
- Processes based on the VGPB Strategic Sourcing Principles

Minister for Health

Department of Health

Board

Finance & Audit and Risk Management Committee

Procurement Committee (PC)

Health Services Reference Group (RG)

HPV Staff

HPV Objectives

- Facilitate access by public hospitals and health services to goods, services and equipment on best-value terms

- Combines the collective purchasing power of more than 80 legal entities to establish whole-of-health contracts

- Foster supply chain and process improvement, through developing relationships with suppliers and health services

- Ensure probity is maintained in purchasing, sourcing and contracting activities

Victorian health suppliers minimum standards

- Goods – TGA approved

- GS1 data standards (NPC contract compliance obligation)

- Recall Health (contract compliance obligation)

HPV PROCUREMENT PORTAL

The Process of Responding to the online ITS

- Registration on the HPV Procurement Portal

- How to access RFQ's

- Buyer attachments

- Format of the RFQ

  - Different envelopes

  - Types of questions

- How to send a message

- How to respond & submit

- Help available

- Tips for responding

- Any questions?

HPV Procurement Portal

https://www.hpv.org.au

HPV website 'Single Sign On'

- Single Sign On effective 11 May 2016

- Allow suppliers to login via www.hpv.org.au and have their credentials automatically recognised for other systems they may access such as the HPV Procurement Portal (e-sourcing)

- You will only need to login via the HPV website

What do you need to do?

- Check your registration works (or register if you haven't already done so)

- Expect an email from webadmin@hpv.org.au with a link to update your new password for registration if you haven't registered on the HPV Website before

- Contact HPV for assistance if you are experiencing any difficulties

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Go to https://www.hpv.org.au and click Register

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Register

Welcome to Health Purchasing Victoria's website - to register for an account to access targeted content, please register as a supplier or health service below.

Please note that accounts are provided to:

- Contracted suppliers currently supplying goods or services for a HPV contract
- Prospective suppliers interested in supplying HPV contracts in the future
- Current health service employees accessing HPV contracts

If your organisation already has an account registered with HPV, your registration form will auto-fill with provided details and your request for access will be automatically forwarded to the 'super-user' within your organisation responsible for approving access to HPV's website. If we don't have your details in the system, your request will be issued to HPV directly for authorisation.

Note that HPV's website is now the sign on point for access to other systems including HPV Procurement Portal (for suppliers and health services) and the Victorian Product Catalogue System (for health services only).

Supplier

Health Service

To create your account click on the 'Supplier' link

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Register

Email (required)

[   ]

Please use an organisation specific email, or contact HPV.

NEXT

Type in your organisation specific email

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Fill in the registration form

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Change your password

Home > Change your password

Change your password

Change your password

Please enter a new password.

New Password (required)

[••••••••]

Confirm New Password (required)

[••••••••]

* The password must have no spaces and have at least 6 characters, a mixture of alphanumeric, upper and lower case letters and special characters e.g. ?!#

☑ I've read and accept the terms and conditions

CHANGE PASSWORD

Type in a password

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You are now sign in to the HPV Website

Health Purchasing Victoria | Working with Victoria's health sector to achieve best-value supply chain outcomes
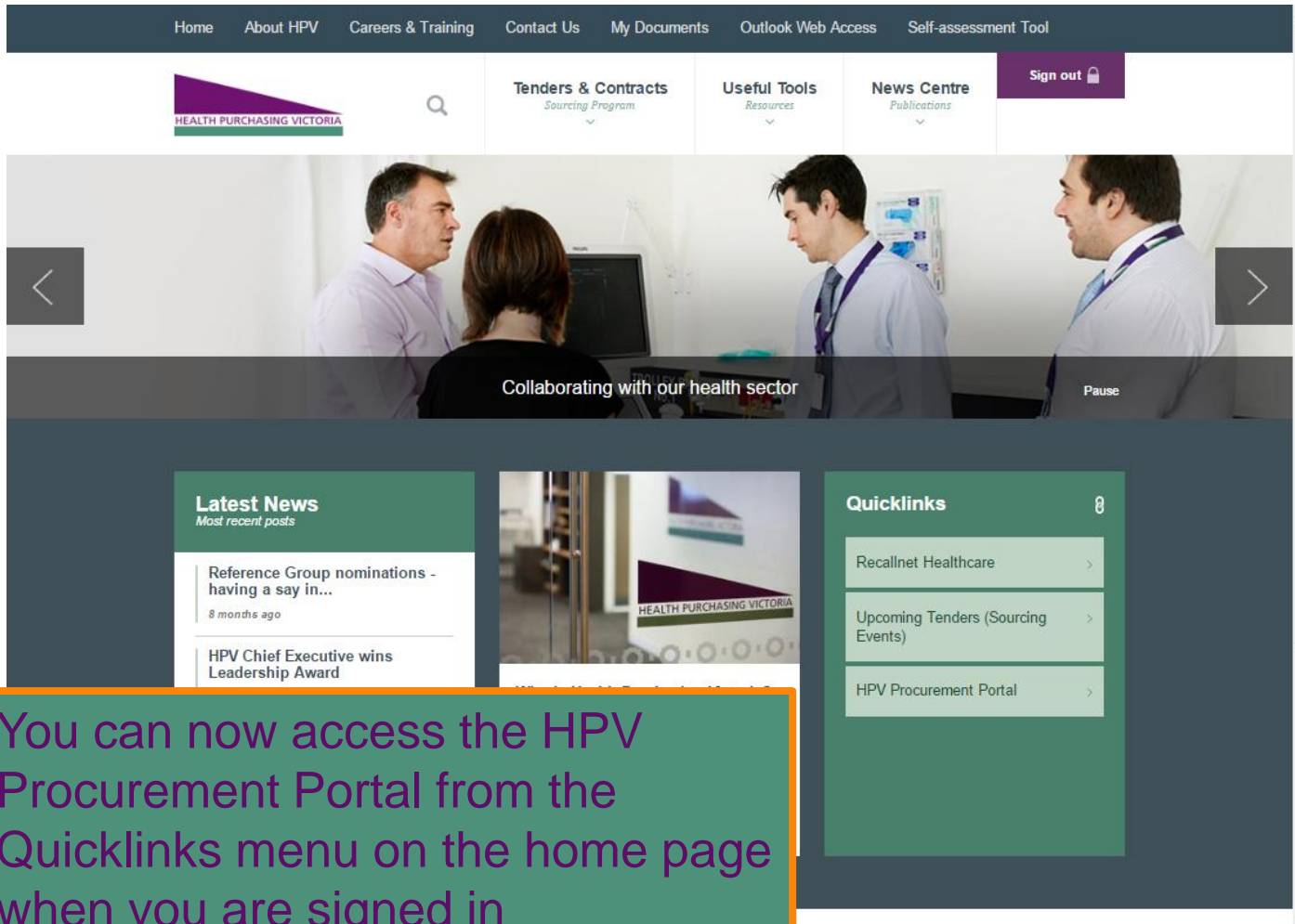
You can now access the HPV Procurement Portal from the Quicklinks menu on the home page when you are signed in

? Help ▾

Welcome **Sarah Dooley**

HEALTH PURCHASING VICTORIA

HPV Procurement Portal

🏠 **Main Dashboard**

⚙ ⟳

RFx Open to All Suppliers [–]

	Currently Open	Next Closing Date
RFI	0	-
RFQ	0	-

New Messages (last 30 days) [–]

ⓘ No Unread Messages

My RFIs with Pending Responses [–]

ⓘ No RFIs to display

My RFQs with Pending Responses [–]

ⓘ No RFQs to display

🔗 Quick Links [–]

▾ **Standard Links**

Organisation Profile

Published Opportunities

My Auctions

My RFIs

My RFQs

My Contracts

When you click on the HPV Procurement Portal link, you will be redirected to your Dashboard.
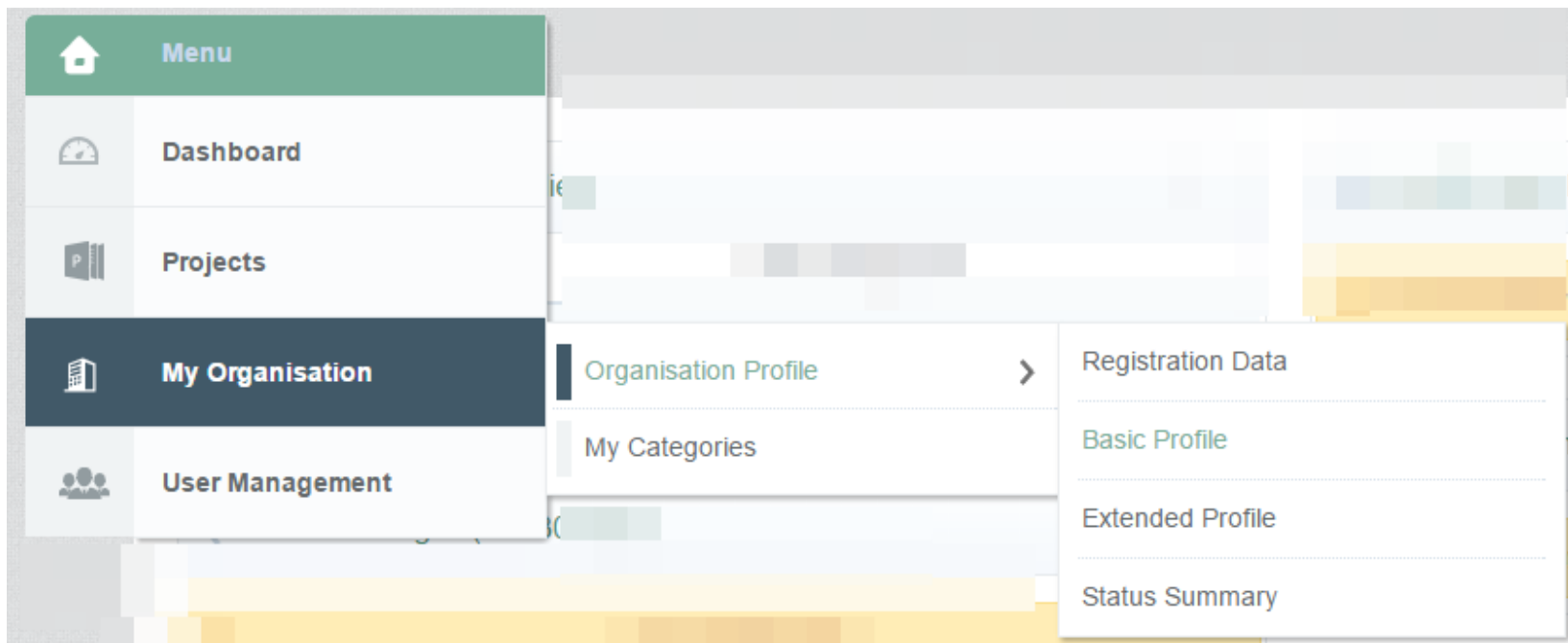
Update your organisation details if your organisation has not been registered on the HPV Procurement Portal before.

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Help

Welcome **Sarah Dooley**

HPV Procurement Portal

HEALTH PURCHASING VICTORIA

| Registration Data | **Basic Profile** | Extended Profile | Status Summary |

Title	Supplier Data Status		Document Expiry Date (First to Expire)	Last Modified Date	Order of Presentation
	Mandatory	Optional			
Company_Information	0%	0%			1
Total **1**					Page **1** of **1**

To update your details, click on the Title hyperlink

HPV Procurement Portal

Welcome **Diana Test**

Click Edit and complete the simple registration form with your organisation details, making sure all mandatory fields are populated

▼ Basic Profile Form: Company_Information

Registration

Save & Continue   ✕ Cancel

Company Details
Please provide details about the Company Operations

Organisation Trading Name	* Enter your Organisation's Trading Name	[ ] ⟱
		Characters available 2000
Company Details	* Please provide the organisation's postal address	[ ] ⟱
		Characters available 2000
Company Details	Please provide your organisation's head office address	[ ] ⟱
		Characters available 2000
Company Details	* Please indicate whether your organisation operates on a multinational level?	[∨]
Company Details	* Is your organisation a Manufacturer, Distributor or both?	☐ Manufacturer ☐ Distributor
Company Details	* Please select the option that best describes the corporate structure of the tendering entity.	[∨]
Company Details	If your organisation is a company, what is the organisation's date of Incorporation?	[dd/mm/yyyy 📅]
Company Details	If your organisation is a company, what is the organisation's place of Incorporation?	[ ] ⟱
		Characters available 2000
Company Details	* Please state number of years since the tendering entity commenced operations.	[ ] 123✓
Company Details	* Please state number of years since current ownership commenced doing business	[ ] 123✓
Company Details	* Please state the number of Full Time Equivalent (FTE) employees your organisation employs?	[ ] 123✓

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Next you will have to set up your organisation's categories.
Click on My Categories

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HPV Procurement Portal

HEALTH PURCHASING VICTORIA

Select the categories you provide from the list. Use the search facility if required

Tree Navigation

Confirm Current Selection   ✕ Cancel

Free Text Search   [   ]   **Search**

⊟ **Deselect All**   ☑ **Display Selected Only**   ↕ **Expand All**   ↕ **Collapse All**

▼ 🏠 Categories (selected items: 0)

  ▸ 🔠 10000000 - Live Plant and Animal Material and Accessories and Supplies

  ▸ ☐ 📍 11000000 - Mineral and Textile and Inedible Plant and Animal Materials

  ▸ 🔠 12000000 - Chemicals including Bio Chemicals and Gas Materials

  ▸ ☐ 📍 13000000 - Resin and Rosin and Rubber and Foam and Film and Elastomeric Materials

  ▸ 🔠 14000000 - Paper Materials and Products

  ▸ 🔠 15000000 - Fuels and Fuel Additives and Lubricants and Anti corrosive Materials

  ▸ ☐ 📍 22000000 - Building and Construction Machinery and Accessories

  ▸ ☐ 📍 23000000 - Industrial Manufacturing and Processing Machinery and Accessories

  ▸ 🔠 24000000 - Material Handling and Conditioning and Storage Machinery and their Accessories an

  ▸ 🔠 25000000 - Commercial and Military and Private Vehicles and their Accessories and Components

  ▸ 🔠 26000000 - Power Generation and Distribution Machinery and Accessories

  ▸ 🔠 27000000 - Tools and General Machinery

Search results are highlighted in yellow. Select the relevant boxes and click Confirm Current Selection.

You will now receive an email when HPV engages in a relevant activity.

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When you enter the system you will land on a dashboard.
Click on the 'RFQ' line within the 'RFx Open to All Suppliers' Portlet

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To find the tender that you wish to express interest in, select 'RFQs Open to All Suppliers'

HPV Procurement Portal

Main Dashboard

RFx Open to All Suppliers

	Currently Open	Next Closing Date
RFI	1	22/03/2016 14:00
RFQ	3	23/03/2016 14:00

New Messages (last 30 days)

No Unread Messages

HPV Procurement Portal

Welcome Diana Test

Select the tender you would like to express interest in from the list

My RFQs   RFQs Open to All Suppliers

Select a Filter

	RFQ Code	RFQ Title	Project Code	RFQ Status	Time limit for Expressing Interest	Buyer Organisation
1	rfq_59	HPVITS2016-109 Workplace Supplies	tender_97	Running	23/03/2016 14:00	HPV
2	rfq_48	HPVITS2015-119 Automated Blood Culture and Mycobacterium Culture Equipment and Consumables	tender_85	Running	24/03/2016 12:00	HPV
3	rfq_86	HPVITS2016-124 Hand Hygiene, Disinfectants and Chemical Products	tender_113	Running	30/03/2016 14:00	HPV

Total 3   20   Page 1 of 1

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Welcome **Diana Test**

RFQ: rfq_59 - HPVITS2016-109 Workplace Supplies

Project: tender_97 - HPVITS2016-109 Workplace Supplies

Closing Date: 23/03/2016 14:00:00

■■■ Running

Express Interest | ✗ Decide Later | 🖶 Printable View

Response Status

Response Status
No Response Prepared

Overview

RFQ Code
rfq_59

Title
HPVITS2016-109 Workplace Supplies

Detailed Description
Provision of office supplies, domestic paper and cleaning equipment

Type of Supplier Access
RFQ Open to All Suppliers

Response Currency
AUD

Test RFQ
No

Buyer Organisation
HPV

Date & Time Information

Options for Viewing Responses
Sealed (parallel opening)

End Date for Buyer Replies to Messages - Date

Closing - Date
23/03/2016 14:00:00

Number of Hours before Closing Time to block Expressions of Interest
0

Awarding Strategy

Supplier Response Ranking
Best Technical Score

Review the overview
information and take note of
the deadline date and time.
Click on 'Express Interest'.
This is the only way to
access the event.

HEALTH PURCHASING VICTORIA

← Back to List

▼ RFQ: rfq_95 - Tender Briefing - Surgical Gloves Test ITS

::: Running

Project: **tender_133** - Tender Briefing - Surgical Gloves Test ITS
Closing Date: 14/03/2016 14:00:00
Response Last Submitted On: Not Submitted Yet

Warning: You have 1 unread Buyer Attachment(s). Please click here to read the file(s) before submitting your response.

| RFQ Details | Messages (Unread 0) |

Settings   Buyer Attachments (1)   My Response   User Rights

To populate the content of your tender response, click on 'Create Response'

Create Response   ...

⇕ View Response Index Only

▼ 1. Qualification Response (questions: 120)

▼ 1.1 1. READ ME FIRST - SUPPLIERS TIPS FOR COMPLETING YOUR RESPONSE - Question Section

	Note	Note Details
1.1.1	Requirement Attachment	Please note that we have uploaded attachments in the technical envelope. Companies must download these documents and consider the details before they complete their response
1.1.2	Note:	USE THE ONLINE 'HELP FOR RESPONDENTS' FUNCTION – The content is designed to explain the eSourcing platform in business terms, allowing you to quickly understand the features and benefits of the software.
1.1.3	Note:	SAVE REGULARLY - For security reasons your access to the portal will 'time out' if inactive for 15 minutes if you do not click "save" within this time. Failure to do so means you risk losing your work. This is to maintain security and tender integrity and cannot be changed. NOTE: typing does not mean you are active on the portal!
1.1.4	Note:	Please ensure that 'pop ups' are NOT blocked on your browser. Should you be inactive for 15 minutes, the portal will notify you through a 'pop up'. It is vital that that you are able to see this in order to click the 'Refresh' link in this 'pop up' so you are not disconnected from the portal and lose any unsaved information.
1.1.5	Note:	DO NOT leave your response until the last minute/hours before the deadline (if you experience connection problems you will miss the deadline. Always upload generic information early to avoid last minute time pressure).
1.1.6	Note:	Please SUBMIT your RESPONSE when completed. This will submit your response to the buyer. FAILURE TO DO THIS WILL RESULT IN YOUR BID NOT BEING VISIBLE TO THE BUYER. The 'SUBMIT RESPONSE' button can be found at the top centre of the screen.
1.1.7	Note:	If the Buyer makes any changes to the settings and questions area of a live/running tender, suppliers MUST re-publish their response – this is to ensure that changes are brought to your attention – you may receive a message prompt from the Buyer – generally this will not mean re-entering information.
1.1.8	Note:	Whilst the portal allows for large individual attachment sizes (max 50Mb at a time), we recommend that you keep attachments to a manageable size (5Mb) to ensure ease & speed of access. Only attach documents that the Buyer has requested and make sure that you attach them in the correct area.

Welcome Diana Test

Back to List

▼ RFQ: rfq_95 - Tender Briefing - Surgical Gloves Test ITS

Project: **tender_133** - Tender Briefing - Surgical Gloves Test ITS
Closing Date: 14/03/2016 14:00:00
Response Last Submitted On: **Not Submitted Yet**

Running

Will advise you that you haven't submitted yet.

Warning: *You have 1 unread Buyer Attachment(s). Please click here to read the file(s) before submitting your response.*

RFQ Details | Messages (Unread 0)

Settings | Buyer Attachments (1) | **My Response** | User Rights

You can submit as many times as you like. The latest submission will overwrite previous submissions.

Submit Response

My Response Summary

1.	Qualification Response	Missing mandatory responses (87)		
2.	Technical Response	Missing mandatory responses (23)		
3.	Commercial Response	Mandatory fields missing (3)	Total Price (excluding optional sections)	0

⇕ View Response Index Only

▼ 1. Qualification Response (questions: 120)

Click on 'Edit Response'

Edit Response

▼ 1.1 1. READ ME FIRST - SUPPLIERS TIPS FOR COMPLETING YOUR RESPONSE - Question Section

Note	Note Details
1.1.1 Requirement Attachment	Please note that we have uploaded attachments in the technical envelope.

...you to quickly understand the features and benefits of the software.

...ilure to do so means you risk losing your work. This is to maintain security and tender integrity and cannot be changed. NOTE: typing does not mean you are active on the

The tender questions are divided into three sections. A summary of remaining mandatory questions is summarised at section level.

Welcome **Diana Test**

Make sure you save regularly. If you are inactive on the site for more than 15 minutes you will need to sign in again and any unsaved data will be lost.

▼ RFQ: rfq_95 - Tender Briefing - Surgical Gloves Test ITS   💾 Running

Project: tender_133 - Tender Briefing - Surgical Gloves Test ITS

Closing Date: 14/03/2016 14:00:00

Response Last Submitted On: Not Submitted Yet

Edit Mode

Save and Return   💾 Save and Continue   ✕ Cancel

📝 Validate Response

2. Technical Response (questions: 34)

2.1 QUALITY MANAGEMENT - Section of Profile Questions

	Question	Description		Response
2.1.1	Quality Management	✱ Please state whether your organisation has a		⌄
2.1.2	Quality Management	Please attach a current certificate for your certifi		+ Click to attach file
2.1.3	Quality Management	Please state the expiry date of your certificate fo		dd/mm/yyyy 📅
2.1.4	Quality Management	If your organisation does not have a certified Qu	ustry standards for quality	⌄

Characters available 2000

The response will be made up of various question types:
- Yes / No
- Text
- Numeric
- Options List
- Multiple Choice
- Date
- Attachment

HEALTH PURCHASING VICTORIA

HPV Procurement Portal

Welcome **Diana Test**

Questions for HPV?
If you need to send a clarification question to HPV use the secure messaging function

▾ RFQ: rfq_95 - Tender Briefing - Surgical Gloves Test ITS

Project: tender_133 - Tender Briefing - Surgical Gloves Test ITS

Closing Date: 14/03/2016 14:00:00

Response Last Submitted On: Not Submitted Yet

III Running

Send Message   Save as Draft   ✕ Cancel

Message

Subject

Message

Attachments

🔗 Attachments

Attachment Name	Attachment Description	Comments
ⓘ No Attachments		

When you reply to a message in the 'Received Messages' section, the message will automatically be moved to the 'Sent Messages' folder.

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Welcome **Diana Test**

|← Back to List

RFQ: rfq_95 - Tender Briefing - Surgical Gloves Test ITS

███ Running

Project: **tender_133** - Tender Briefing - Surgical Gloves Test ITS

Closing Date: 14/03/2016 14:00:00

Response Last Submitted On: Not Submitted Yet

RFQ Details | Messages (Unread 0)

Settings | Buyer Attachments (1) | My Response | User Rights

You'll be unable to submit a response if there are any mandatory fields outstanding

Ignore the Total Price field if the response is an attached spreadsheet

Submit Response

My Response Summary

1.	Qualification Response	Missing mandatory responses (87)
2.	Technical Response	Missing mandatory responses (23)
3.	Commercial Response	Mandatory fields missing (3)	Total Price (excluding optional sections)	0

⇕ View Response Index Only

VERY IMPORTANT!
When you have finished populating your tender response, make sure that click on 'Submit Response' to publish your response to HPV

Contact Us

Contact Us

HPV location

Location and postal Address: 2 Lonsdale St (Cnr Spring St)
Level 34, Casselden Place, Melbourne, VIC 3000

General Contacts

HPV reception/general queries
Tel: (03) 9947 3700
Email: feedback@hpv.zendesk.com

HPV general sourcing (tenders and contracts queries)
Email: contracts@hpv.zendesk.com

HPV website queries
Email: webgeneral@hpv.zendesk.com

Bravo Procurement Portal helpdesk
help_au@bravosolution.com or (02) 8072 0644

Technical support enquiries can be directed to the Bravo helpdesk

Tips for Responding

- Make sure that you read and digest all documentation thoroughly and make note of key actions and deadlines

- Utilise the appropriate people within your organisation

- Answer every question, including bullet points

- Do not assume your company is known or well known by the evaluators − instead; provide all requested information

- Do not use acronyms or abbreviations

- Do not cross-refer to other questions or answers in your responses

- Remember to save regularly

- Unanswered mandatory questions will prevent your response from uploading.

Tips for Responding

- If you have a slow internet connection and the size of the response is in excess of 10mb, your session could time out while trying to upload the response

- Try to submit your response on the day before closing, this will give you time to address any issues that might be stopping your submission from uploading, e.g. Unanswered mandatory questions or file sizes larger than 10mb. Don't leave it till the last minute to submit your response – leave plenty of time.

- Resubmit as many times as you like, only the latest version will be visible to HPV. **Note: Multiples users can work on the submission. However, when submitting, only one user should be logged on to ensure the latest data is submitted and to avoid a concurrency error.**

- Use the secure messaging to communicate with the HPV and seek clarifications

- Call the BravoSolution helpdesk for technical guidance

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INVITATION TO SUPPLY

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ITS Structure

Part 1 - Invitation and Information

Part 2 - Interpretation

Part 3 - General Conditions of Tender

Part 4 - Special Conditions of Tender

Part 5 - Statement of Requirement (DRAFT)

Part 6 - Response Schedule (includes TRW)

Part 7 - Draft Agreement

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Project Team

Product Reference Group (PRG)

- Representatives from Victorian public hospitals and health services

- Determine scope, strategy, specification, weightings, outcomes

HPV Senior Category Manager − Hassan Pirov

- Provides guidance and support to the project team throughout the sourcing process

HPV Category Manager – Ann Murphy

- Facilitates the sourcing process

HPV Category Officer – Lovel Thakur

- Assists with the sourcing process

HPV Sourcing Analyst − James Jayalath

- Develops analysis tools, provides financial analysis and assists with evaluation

Responsibilities

Action	Responsibility
Determine scope, high-level strategy, risks	HPV/PRG
Develop specification and evaluation criteria	HPV/PRG
Develop, release and receive Invitation to Supply	HPV
Evaluate ITS and recommend award	HPV/PRG
Endorse and approve award recommendation	Procurement Committee (PC) and HPV Board
Execute contracts	HPV
Receive services	Health Services
Make payments	Health Services
Monitor contract performance	HPV, Contract Management Group and Contractors
Analyse sales reports	HPV Data Administrator

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ITS Objectives

- Achieve Best Value for Money
- Create efficiency in tendering and category management through use of the National Product Catalogue
- Transparent and efficient bidding process
- Develop supplier relationship management

ITS Features

- Contract Term: 2 years + 2 x 2 year options

- Twenty categories and 123 Subcategories

- Including devices for consumables

- NPC compliance by December 2017

- Recall Health compliance mandatory

- Market Dynamic Clauses

  - Bulk Purchasing – Group Buy Program
  - New to Market Technology

Proposed Categories

- Refer to Draft Part 5 Statement of Requirements

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Pricing

- Fixed price for the term (principal) of the agreement

- Single and Best price for each product offered

- Free In Store delivery (FIS)

- Volume discount options for Category 16 Haemostatic Agents and Sealants

Supply Chain Efficiency – additional savings

- Additional supply chain efficiencies / incentive measures:

  - Larger pack size price
  - Discount % rates for
    - e-commerce
    - early payment
    - minimum order dollar value

Tender Response Worksheet (TRW)

- Tender Response Worksheet contains detailed information on the products
- Used for product evaluation in this tender and to submit pricing
- Used to create the future pricing schedule for participating health services (PHS)
- Used to add Referee information for new products

Instructions for completion

- Complete **all** requested information
- Find the subcategory for your product
- Do not add columns
- Provide responses in the requested format

Data Integrity in TRW

- Poor quality information will be returned for correction:
    - UNSPSC (at least to class level xx xx xx 00)
    - UOM descriptor must be reflective of GS1 Packaging Type descriptor (e.g. 'carton' not 'sleeve')
    - ARTG must have a number or be listed as EXEMPT
    - Country of Manufacture must be populated and reflective of GS1 code lists (e.g. 1: Australia, not Aust, not Victoria, not Brunswick – e.g. 2: United States, not USA or America or Iowa)
    - Ordering part numbers must be complete

- This is not an opportunity to review your price – ensure it is correct (and the Net Content is correct) at time of submission
- Any delay in the evaluation process due to poor quality data may result in HPV deeming your response non-complying and set it aside from further evaluation

Distributors

Respondents nominating Distributors must:

- provide HPV with a copy of the nomination letter
- provide details for all products available through the Distributor
- inform Distributors of the ITS outcome prior to contract commencement
- update Distributors with accepted contract amendments throughout the contract term

Successful respondents are directly accountable for:

- product availability
- sales reports
- correct invoice pricing

The contract is with **you**, not your Distributor

Product References

NB this is not company information references

Reference sites are required for:

- products that are not on the current HPV contract

- minimum **three** clinical or product user referees per product or product range

Referees must:

- be clinical or product end users (where applicable)

- be from private or public hospitals within **Australia** (or as otherwise accepted by the PRG)

- be included in the referee details section of the Tender Response Worksheet.

- have no conflict of interest

- be informed and agreed to provide reference to HPV

- be provided in the Tender Response Worksheet

Samples

- Samples for all product range tendered; <u>except devices</u>

- One sample/ one size only for each range.

- Provide a list summarising all samples provided

- Delivery instructions to HPV will be outlined in Tender documents

- Tender document has instructions for collection or return at suppliers cost

Label each sample with the following information:

- ITS number HPVITS2017-057
- Category and subcategory number
- Part number

Evaluation & Approval

Stage 1: Business

- Check for complying submissions

- Category Manager and RG evaluate responses against criteria

Stage 2: Product

- RG evaluates clinical acceptability of products (where known)

- Reference sites contacted

Stage 3: Financial

- Category Manager and RG complete financial evaluation and develop sourcing recommen-dation

Stage 4: Approval

- RG identifies risk and endorses recommen-dation

- Procurement Committee approves

- CEO / HPV Board notes

ITS Submission

Tender submissions shall comply with the following:

- Tenders shall be completed electronically and uploaded online via the **HPV Procurement Portal**

- **ONLY** samples (where requested) are to be delivered to HPV

- **Late tenders may only be accepted under the late tenders clause of the ITS conditions**
    - Submit early – you can overwrite your information up to the time of closing

Proposed Timelines

Item	Date
Industry briefing session	18 January 2017
ITS release date	1 February 2017
Last time and date for enquiries	10:00 AEST, 22 February 2017
ITS closing time and date	14:00 AEST, 1 March 2017
Date respondents will be advised of the outcome	15 May 2017
Date health services will be notified of the outcome	1 June 201
Agreement commencement date	3 July 2017
Debriefing available	24-28 July 2017

Next Steps

- Draft specification questions to be sent to the Category Manager on (a.murphy@hpv.org.au) in writing by 10:00 AEDT, 25 January 2017.

- ITS available for download on 1 February 2017 via HPV Procurement Portal

- HPV Procurement portal can be found on HPV Website

- Clarifications must be sought through HPV Procurement Portal to authorised contacts by 14:00 AEST 22 February 2017

- HPV reserves the right to not respond to queries raised after this time

- ITS closes 14:00 AEST, Wednesday 1 March 2017

Questions

HEALTH PURCHASING VICTORIA

Level 34
Casselden Place
2 Lonsdale Street
Melbourne 3000

T: 03 9947 3700
F: 03 9947 3701

a.murphy@hpv.org.au
www.hpv.org.au