



Official

# Pre-ITS release Industry Briefing

HPVITS2022-155 Renal Replacement Therapy Equipment & Associated Products

Sachin Kumar  
Senior Category Manager

# Agenda

- 1 **Project Team**
- 2 **Invitation to Supply (ITS)**
- 3 **HSV Procurement Portal**
- 4 **Next Steps**
- 5 **Q&A**





# Project Team



# Project Team - Members

## **Sachin Kumar**

Senior Category Manager  
Lead for this ITS

## **Luke Dal Santo**

Procurement Development Analyst  
Lead in commercial analysis for this ITS

## **Gordon Szegi**

Senior Biomedical Advisor  
Provide guidance and support on products, regulatory and general requirements of this ITS

## **Mark Lennen**

Head of Sourcing- Equipment  
Provide guidance and support to the sourcing program

## **Product Reference Group (PRG)**

Representatives from VIC Public Hospitals  
Assist with the development and endorsement of the ITS strategy and specification

# Project Team - Roles & Responsibilities

Scope	Responsibility
Scope, high level strategy, risk	HSV/PRG
Specification & evaluation criteria	HSV/PRG
ITS opening and closing	HSV
Evaluate ITS, recommend award	HSV/PRG
Approval on recommended award	PSCC
Execute contracts with suppliers	HSV
Place orders & receive goods/services	HSV/Health Service
Make payment	HSV/Health Service
Monitor contract performance	HSV/Health Services



# Invitation to Supply (ITS)

# ITS - Tentative Timeline

Key Activities	Date
Industry Briefing Session	Today, 7 Dec 2022
<b>ITS Release Date</b>	15 Dec 2022
Last date for ITS questions	2 Feb 2023 14:00 AEDT
<b>ITS Closing Date and Time</b>	9 Feb 2023 14:00 AEDT
Evaluation	Feb – Apr/May 2023
Respondents advised of outcome	Apr/May 2023
Agreement Commencement Date	8 Jul 2023

# Categories (Scope)

Cat No.	Existing Contract - Category Name	Future Contract - Category Name
1	Dialysers	Dialysers
2	Blood Lines and Sets	Blood Lines and Sets
3	Fistula Needles and Needle Sets	Fistula Needles and Needle Sets
4	Customised Haemodialysis Packs	Customised Haemodialysis Packs
5	Concentrate and Concentrate Components	Concentrate and Concentrate Components
6	Haemodialysis and Haemodiafiltration Ultrafilters	Haemodialysis and Haemodiafiltration Ultrafilters
7	Cleaning, Disinfection and Descaling Products	Cleaning, Disinfection and Descaling Products
8	Haemodialysis and Haemodiafiltration Machines	Haemodialysis and Haemodiafiltration Machines
9	Portable Reverse Osmosis Machines	Portable Reverse Osmosis Machines
10	Data Management Systems	<b>Nephrology</b> Management Systems



# Categories (Scope)

Cat No.	Existing Contract - Category Name	Future Contract - Category Name
11	Equipment Spare Parts	Equipment Spare Parts
12	Peritoneal Dialysis Fluids	Peritoneal Dialysis Fluids
13	Ancillary Items	Peritoneal Dialysis Ancillary Items
14	-	Peritoneal Dialysis Machines
15	-	Continuous Renal Replacement Therapy Machines
16	-	Renal Replacement Solutions
17	-	Continuous Renal Replacement Therapy Circuits & Sets
18	-	Continuous Renal Replacement Therapy Filters
19	-	Continuous Renal Replacement Therapy Accessories
20	-	Agreements

# Contract Features

Current Contract	New Contract
<b>5 Year Term</b>	<b>5+5 Year Term</b>
<b>Open Panel</b>	<b>Open Panel</b>
<b>Restricted ITS</b>	<b>Open ITS</b>
<b>Financial Viability mandatory requirements</b>	<b>Financial Viability mandatory requirements</b>
<b>Pricing</b> <ul style="list-style-type: none"><li>• Fixed for consumables &amp; spare parts</li><li>• Equipment pricing negotiable &gt;1 unit</li><li>• Provision to enter into PPT arrangement</li></ul>	<b>Pricing</b> <ul style="list-style-type: none"><li>• Fixed for consumables &amp; spare parts</li><li>• Equipment pricing negotiable &gt;1 unit</li><li>• Provision to enter into PPT arrangement</li><li>• <b>Volume Break and pallet pricing</b></li><li>• <b>Mid-term reviews – 2.5, 5, 7.5 years</b></li></ul>

# Contract Features

Current Contract	New Contract
<b>Terms and Conditions</b> <ul style="list-style-type: none"><li>• Individual specific agreement</li></ul>	<b>Terms and Conditions</b> <ul style="list-style-type: none"><li>• Consistent and Standard Agreement</li><li>• Benchmarking provisions</li><li>• Service Credits and Rebates</li><li>• Mandate of PPT agreements and sales reporting</li></ul>
<b>Specification</b> <ul style="list-style-type: none"><li>• HD, PD</li></ul>	<ul style="list-style-type: none"><li>• HD, PD</li><li>• Cyber Security / Social Procurement</li><li>• CRRT scope addition</li></ul>

# Statement of Requirements (SoR)

- Used to validate supplier and product compliance
- Complete all requested information
- If you respond either “Partially Comply” or “Does Not Comply”, you must provide additional comments / justification
- Must be submitted in full and only to be provided in the requested format in xls file only



# Product Catalogue

- Capture product details
- Used by Health Services to make judgement on product selection
- Includes clinical parameters
- Must be submitted in full and only to be provided in the requested format in xls file only



# Tender Response Worksheet (TRW)

- The TRW is used to collect detailed data on the products tendered, including price and supplier/distributor data. **The TRW has changed since the last tender**
- Data will be used to evaluate your products. – If your data is wrong or incomplete **your product may be (inadvertently or consciously) not awarded**
- Data may ultimately feed into Pricing Schedules, the Common Catalogue, EDI (purchasing systems), WMS etc. **Its not just for clinicians**
- **Processes in HSV and Health are becoming more automated** – If your data is incorrect, ultimately it will be harder for your customers to find, use, understand and buy your products!



# Tender Response Worksheet (TRW)



## Instructions for completion

- Complete **all** requested information
  - Mandatory data missing = Product won't be awarded
- If a product could be tendered in more than one sub category, tender it once only in the most appropriate sub category
- The "Commercial" and "Clinical" tabs are linked for each Category by the "Auto populated" (Grey) Cells. Do not override or delete these formulas
- To add rows (if >500 products per category) ensure that rows are added to both the "Commercial" and "Clinical" tabs & all formulas "fill down". Contact HSV if required
- Do not add or delete columns, or individual cells, this may create unforeseen issues with the "Auto populated" cells for that category
- Provide responses in the requested format (and units if applicable)

# Data Integrity – Product Description

## Product Naming Convention:

MAJOR NOUN MINOR NOUN PROPERTY 1 PROPERTY 2 PROPERTY 3 PROPERTY 4  
PROPERTY 5 PROPERTY 6... (BRAND NAME) MANUFACTURER PART NUMBER/ITEM  
NUMBER

Example: **DRESSING FILM** TRANSPARENT ADHESIVE 20cm x 30cm LATEX-FREE STERILE  
(TEGADERM) 1629

- Major Noun: **DRESSING** (Expressed as the singular)
- Minor Noun: **FILM**
- Properties: **TRANSPARENT ADHESIVE 20cm x 30cm LATEX-FREE STERILE**
- Brand (as visible on the packaging): **(TEGADERM)** (Always enclosed in brackets)
- Manufacturer Part Number/Item number (as visible on the packaging): **1629**

All descriptions in upper case, except for the unit of measurement

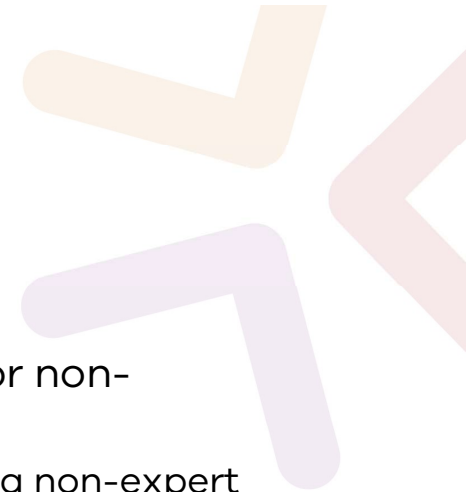
Description will be devoid of symbols unless they are required for joining a word (NON-STERILE, LATEX-FREE, 2-PLY) or representing a strength i.e. 5% or 350mg/mL etc.



# Data Integrity in TRW

## Poor quality information may result in non-award of tendered items

- **Human and machine understandable descriptions** i.e. it must be easier for non-specialists to interpret e.g.
  - **No (or very limited) abbreviations**, especially if not common or ambiguous to a non-expert (Don't write N/S for non-sterile, Sz for size, Disp for disposable, similarly L/LG/LRG may not appear in a search for "Large")
- Give **appropriate units** where required: Don't write 100x5; Use 100mm x 5mm.
- If sizing is not standardised among suppliers, **consider adding dimensions** or a more standardised sizing measure as well
- **Avoid using Brand names**, ®, ™, and company specific jargon unless required. Add standard terminology if jargon may not be understood by non expert
- **All components** of Sets (and kits if applicable) must be listed
- Ordering part numbers & descriptions must be **complete and unique**



# Data Integrity in TRW

- The **UNSPSC** must be given to at least **Level 3** (preferably L4) (L3 = 42xxxx00)
- The **ARTG must have a number** or be listed as “EXEMPT” (TBC/TBA = non award)
- **UOM** descriptor must be reflective of the standardised **GS1 Packaging Type** descriptor (e.g. ‘carton’ not ‘sleeve’)
- **Country of Manufacture** must be populated and reflective of GS1 code lists (e.g. 1: Australia, not Aust, not Victoria e.g. 2: United States, not USA or America or Iowa)
- Use **commas or semi colons** to separate properties where appropriate
- **Use S.I. units**
- Ensure **all Clinical Properties** requested are completed
- For Free text fields, if a property is Not Applicable to your product, please add **“N/A”** rather than leave blank





# ITS Submission

- Tender submissions **must** comply to conditions as stated in ITS package
- Tenders shall be completed electronically and uploaded online via the **HSV Procurement Portal**
- **Late tenders are not accepted** except under very rare and exceptional circumstances as per the conditions stated in ITS documents
  - Submit early – you can overwrite your information before the time of closing
- **DO NOT disclose** your prices over the phone to anyone who is (or claims to be) a Health Service or HSV representative during the tender process



# HSV Procurement Portal



# Responding to the online ITS

See HSV Website ([www.healthsharevic.org.au](http://www.healthsharevic.org.au)) for slide deck on:

- Registration on the HSV 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



## HSV Website 'Single Sign On'

- Allows suppliers to login via [www.healthsharevic.org.au](http://www.healthsharevic.org.au) and have their credentials automatically recognised for other systems they may access such as the HSV Procurement Portal (e-sourcing)
- You will only need to login via the HSV website

### **What do you need to do?**

- Check your registration works (or register if you haven't already done so)
- Expect an email from [noreplyhsv@healthsharevic.org.au](mailto:noreplyhsv@healthsharevic.org.au) with a link to update your new password for registration if haven't registered on the HSV Website before
- Contact HSV Help Desk ([helpdesk@healthsharevic.org.au](mailto:helpdesk@healthsharevic.org.au)) for assistance if experiencing difficulties

# Tips for Responding

- Remember to save regularly
- Submit early – you can overwrite your information up to the time of closing. **Late tenders may only be accepted under very rare and exceptional circumstances as per the ITS conditions**
- Multiple 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





# Next Steps





## Next Steps

Once ITS is released the HSV Procurement Portal is used **for all communication**

- ITS available for download on **15 December 2022** via HSV Procurement Portal
- Clarifications must be sought through HSV Procurement Portal by 2pm AEDT, **2 February 2023**. HSV reserves the right to not respond to queries raised after this time
- ITS closes 2pm AEDT, **9 February 2023**



# Presentation Information

Available on HSV website – **Contracts and Documents > Tenders (ITS) > Renal Replacement Therapy Equipment & Associated Products**

- Industry Briefing presentation slides
- HSV Procurement Portal slides
- FAQ

Use Favourite function on HSV website:

- Add category “Renal Replacement Therapy Equipment & Associated Products ” as a Favourite to receive updates



**QUESTIONS?**

