

Supplier Briefing

Intravenous and Irrigation Solutions (IVIS)
HPVITS2026-068

Wednesday 27th August 2025 – 10:30am-11:30am

Daniel Wakeling (Senior Category Manager)

Janice Rodrigo (Category Manager)

Acknowledgement of Country

We acknowledge the Traditional Owners of the lands on which we are meeting. We pay our respects to their Elders past and present, and Aboriginal Elders of other communities who may be here today.



Questions during session

- Use the Q&A function in MS Teams to submit questions. We will endeavour to address them at the end if time permits, otherwise, a Q&A document will be included in the ITS documents available in the HSV procurement portal.
- In your question, please start with your Name and Organisation before your question. E.g. Janice Rodrigo (HealthShare Vic) - Will the slides be available after the session?

Topics covered

01

HSV Overview

- HSV Project Team
- HSV Overview and Objectives
- Procurement Frameworks
- HSV Contract Structure

02

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03

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- Tender Response Worksheet
- Contract Departures Request
- Submission Guidance

04

Communications - HSV Portal

- Communications process
- Reference websites
- Appendix: System Overview, registration, troubleshoot contact

01

HSV Overview

HSV Project Team

- **Janice Rodrigo**

- Category Manager
- Support for the ITS

- **Daniel Wakeling**

- Senior Category Manager
- Lead for the ITS

- **Jasmine Makin**

- Head of Sourcing - Pharmaceutical
- Providing guidance and support for the ITS

- **Jim Paparounis**

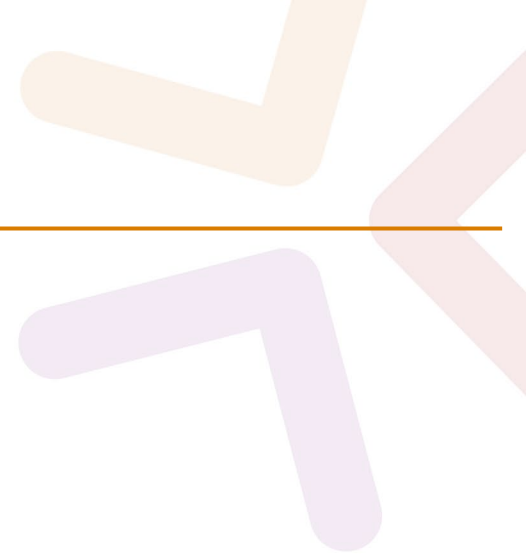
- Sourcing Analyst

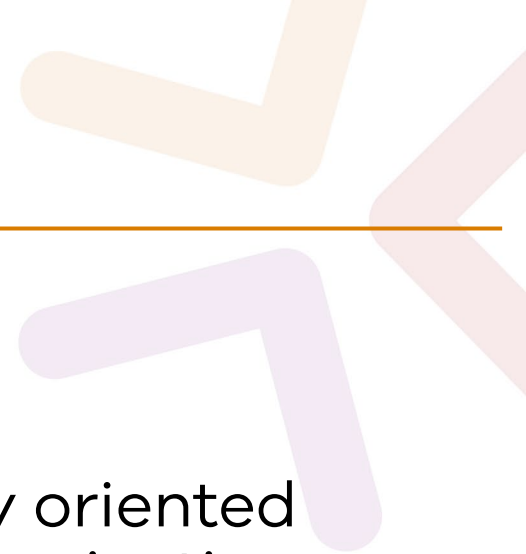
- **Luke Dal Santo**

- Procurement Development Analyst

- **Product Reference Group (PRG)**

- Clinical, Operational, Procurement leadership from VIC Public Hospitals
- Assist with the development and endorsement of the ITS strategy and Specification & Award outcome



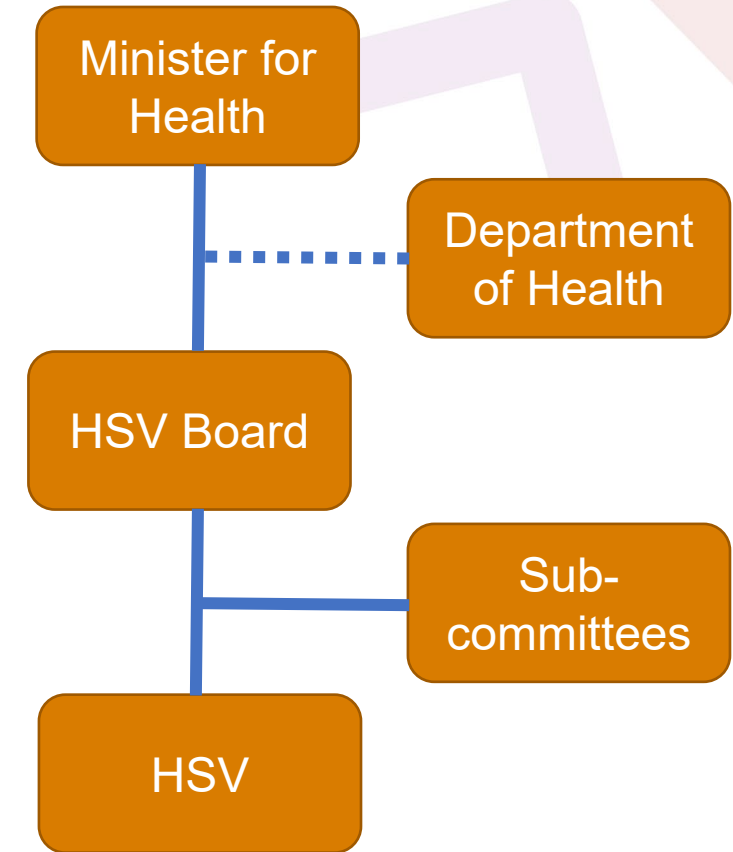


Our purpose

- HSV is an independent public sector and commercially oriented supply chain, procurement and corporate services organisation.
- HSV partners with public health services and suppliers to deliver supply chain and procurement activities.
- HSV aims to deliver safe, affordable and sustainable healthcare to the whole state.

HSV Organisation

- Independent statutory authority funded by the Department of Health
- Established on 1 January 2021, HSV brings the former Health Purchasing Victoria's existing functions and major supply chain assets under single management
- *Health Services Act 1988 (Vic)* underpins HSV establishment of whole-of-state contracts
- Processes based on the Victorian Government Procurement Board's (VGPB) Strategic Sourcing Principles



HSV Objectives

- Facilitate access by public hospitals and health services to goods, services and equipment on best-value terms
- Combine the collective purchasing power to establish whole-of-state contracts
- Foster supply chain and process improvement, through developing relationships with suppliers and health services
- Ensure probity is maintained in all activities

Victorian health supplier's minimum standards



- **Therapeutic Goods**
TGA approved



- **GS1 data standards**
(NPC contract compliance obligation)



- **Recall Health**
(contract compliance obligation)



- **Australian Medicines Terminology (AMT) Catalogue**
(AMT contract compliance obligation)

AMT Requirements

Australia's national standard for medicines terminology (AMT), maintained by **National Clinical Terminology Service (NCTS) & CSIRO**.

Aligning with AMT supports:

- Improved clinical interoperability
- Data consistency across contracts and national platforms
- Streamlined health service reporting and decision-making

Action Required from Sponsors / Suppliers

Review and update portfolio against AMT data:

Download **AMT files** or browse via **CSIRO Shrimp**

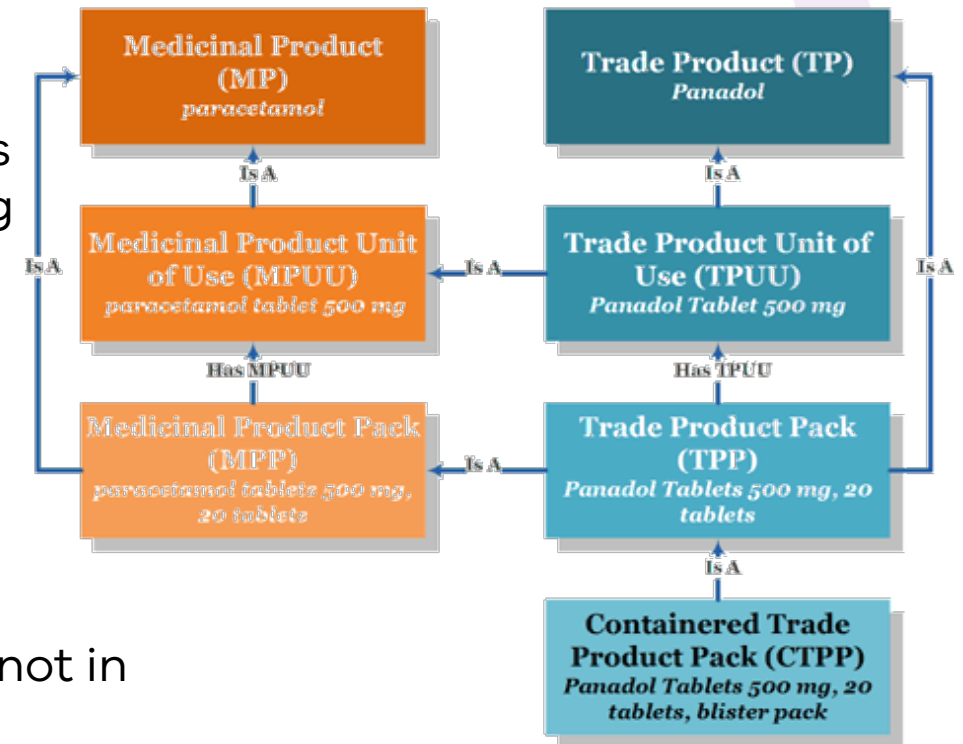
Adding, missing or incorrect entries:

Submit a request via **AMT Content Request Portal**

Include reference: SECRM:02104485

Provide data cards, product images, and pack size details if not in TGA PI

Support: help@digitalhealth.gov.au / 1300 901 001



Procurement Frameworks - Supplier Code of Conduct

The Victorian State Government is committed to ethical, sustainable and socially responsible procurement. Therefore, it is expected that suppliers maintain the same values as the Government; the State has established a Supplier Code of Conduct.

The Code outlines minimum ethical standards in behaviour that suppliers will aspire to meet when conducting business with, or on behalf of, the State:

- integrity, ethics and conduct
- conflict of interest, gifts, benefits and hospitality
- corporate governance
- labour and human rights
- health and safety
- environmental management

It is **Mandatory** for respondents, any related parties, contractors and sub-contractors to comply to the code.

Procurement Frameworks - Modern Slavery Policy



The Victorian State Government mandates minimum Modern Slavery requirements.

HSV requires you to **meet** the below standards as a minimum:

Standard 1 – Modern Slavery Policy

Standard 2 – Due Diligence

Standard 3 – Grievance mechanism, response and remediation

Standard 4 – Training

Standard 5 – Determining effectiveness

Details of Standards are set out in HSV website under Procurement → Modern Slavery Risk in Supply Chains

Procurement Frameworks - Fair Jobs Code

The Fair Jobs Code (FJC) aims to improve employment outcomes for persons employed by suppliers and service providers to the Victorian government.

The FJC applies to the threshold procurement contracts (contracts with a value of \$1 million or more exclusive of GST) and high value procurement contracts (with a value of \$20 million or more exclusive of GST).

Respondents must complete:

- **Fair Jobs Code Pre-assessment Certificate**
- Agreement and continuing FJC obligations

HSV Contract Structure

Current state

Agreement



Individual suppliers sign a document containing operational, legal and other standard terms and conditions, service deliverables, pricing and schedules.



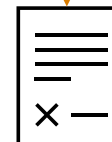
500+ Suppliers
900+ Contracts

NEW market templates

Agreement



MSA



Module



Schedule



- Master Supply Agreement (MSA) with legal and standard (non-operational) terms will be available **online**.
- Standard terms that everyone is to agree

- Module containing operational terms – departures are not encouraged but there may be an operational term specific to the category that needs to be redressed.
- Once fully signed, every Module will incorporate the current MSA terms by reference.

- Modules will contain all Schedules that are applicable to the category.



02

Invitation to Supply (ITS)

HPVITS2026-068

Intravenous and Irrigation Solutions (IVIS)

ITS Objectives

- Secure range of most suitable Intravenous and Irrigation Solutions products for health services
- Surety of Supply - supported by supplier reporting
- Achieve Best Value for Money
- Alignment of utilisation of new HSV agreement template
- Realignment of scope among existing HSV contract

Estimated Timeline

Key Activities	Date
Industry Briefing Session	Wed 27 August 2025
ITS Release Date	Wed 3 September 2025
Last date for submission of ITS questions	Thurs 25 September 2025 14:00 AEST
ITS Closing Date and Time	Mon 29 September 2025 14:00 AEST
Evaluation	October 2025
Respondents advised of outcome	November 2025
New Agreement Commencement Date	30 January 2026

Overview of Agreement

Area	Details
Term of the contract	<ul style="list-style-type: none">• Commencement: 30 January 2026• Principal end date: 31 July 2029• Option: 1 x 2-years (1 Aug 2029 - 31 July 2031)
Pricing structure	<p>Fixed pricing except:</p> <ul style="list-style-type: none">• Pricing review available prior to the commencement of Option periods
Scope: inclusions	<ul style="list-style-type: none">• Intravenous Solutions• Irrigation Solutions
Scope: exclusions	<ul style="list-style-type: none">• Non-TGA registered or listed products• Total parenteral nutrition• Compounded products/services• Devices

Categories in Scope - (IVIS)

Categories	
Intravenous Solutions	Sodium Chloride
	Water
	Glucose
	Glucose + Sodium Chloride
	Compound Sodium Lactate
	Compound Sodium Chloride
	Plasma-Lyte
	Potassium Chloride
	Succinylated Gelatin
	Mannitol
Irrigation Solutions	Sodium Chloride
	Water
	Compound Sodium Chloride
	Glycine
	Chlorhexidine

ITS Response Section Set Up

- **Qualification:** These questions are not weighted but are a combination of both Conformance and Compliance criteria.
 - E.g. Company details, COIs, Insurances, Modern Slavery Act compliance, etc
- **Technical:** These questions are weighted, and some require supporting evidence to be provided.
 - E.g. Environmental sustainability, Operational Capability, Supply Chain, and Improvement, Innovation and Engagement
- **Commercial:** This is where Respondents attach their pricing response.
 - E.g. Tender Response Worksheet (TRW), additional or alternative commercial offers.



03

Submission Requirements

Artwork and Product Images

- **Artwork** and **product images files** of all products submitted **MUST** be in colour and with dimensions clearly shown in the file. Acceptable formats: (.jpg, .jpeg, .pdf, .png, .bmp, & .gif):
- **List of requested artwork/packaging images includes:**
 - Immediate container with labelled information (i.e. outer carton/box)
 - Outer/Secondary packaging (i.e. carton, bottle)
 - Unit dose (i.e. individual bag/bottle)
 - Product label, including dimensions
 - Final product image (e.g. bag with its label and port)
- **Naming Convention of file:**

Filename = Format: [ABN_#] – OUTER BOX – [Subcategory#] – [#####ml] – [##].[File_Type]

 - Example: 28087208309 – OUTER BOX – 101.01 – 100ml – 01.jpg



Tender Response Worksheet (TRW)

- The TRW is used to collect detailed data for all products tendered, including price, product, clinical and warehouse related data.
- 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 will ultimately feed into Pricing Schedules, the HSV Catalogue, EDI (purchasing systems), WMS's etc. **It's 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)

➤ Provide detailed information on the products for Evaluation

- 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 will ultimately feed into Pricing Schedules, the HSV Catalogue, EDI (purchasing systems), WMS etc.
- 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 in the requested format

Mandatory data missing = Product won't be awarded

Include units as required/applicable

- Tender products once only, in the most appropriate subcategory
- The "Commercial" and "Supply Chain" tabs are linked for each Category by the Grey (Formula driven) Cells. Do not override or delete these formulas and do not add or delete columns, or individual cells
- Do not add columns as it corrupts referencing formula

Tender Response Worksheet (TRW)

➤ **Data Integrity in TRW**

- Poor quality information will be returned for correction:
 - ARTG must have a number or be listed as EXEMPT
 - The CTPP must have a number and be listed within the AMT
 - 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)
 - Ordering part numbers must not be leave blank unless product is not available in Australian market at time of RFQ
 - Pricing details – ensure it is correct (and the Net Content is correct) at time of submission
 - Do not add columns as it corrupts referencing formula
 - Any delay in the evaluation process due to poor quality data may result in HSV deeming your response non-complying and set it aside from further evaluation

Tender Response Worksheet - Tabs



Read this first

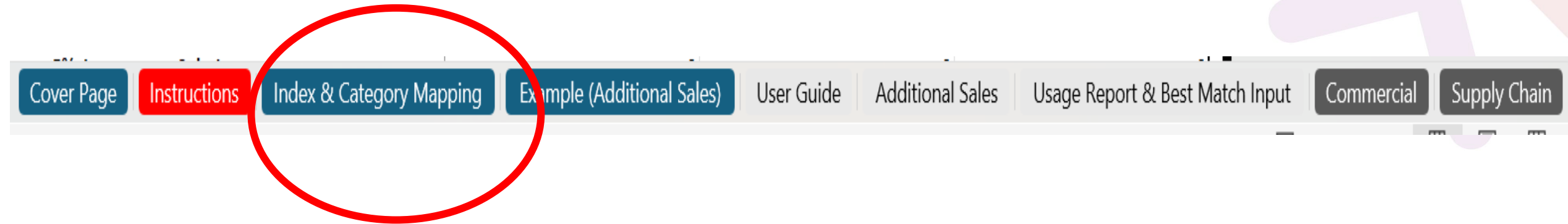
Sub-Categories (new & old) are listed on the Index & Category Mapping tab

Mandatory to fill in As Information provided will be accessible for health services in contract establishment

Estimates statewide usage data
✓ Note the UOM may not be the lowest form (e.g. tablet/vial)

Main input tabs with range of product-specific information to be fill in

Tender_Response_Index & Category Mapping (In depth navigation)



Next few slides will focus on providing guidance on how to navigate the specific requirements and how to utilise the pre-filled information provided

Tender_Response_Index & Category Mapping

Sort by New Category/Subcategory

The Purpose of this worksheet tab is to assist respondents to map the scope of existing contract(s) to the upcoming contract to be established through this ITS

Note: New Groupings are by Category then by Subcategory Category.

New Category Number & Name	New Subcategory Number & Name	ARTG ID Required (Subcategory)	ARTG ID Required (Category)	GTIN Required (Subcategory)	GTIN Required (Category)	Sales Data Requirement (All Victorian Public Health Services)
101 IV Solutions - Sodium Chloride	101.04 Sodium Chloride 0.45%, Intravenous Solution	ARTG ID Required	All items in Category 101 require an ARTG ID	GTIN Required	All items in Category 101 require a GTIN	All Tenderers (Greenfield Subcategory) - 12 months sales data for ALL products in "Additional Sales Data" tab.
101 IV Solutions - Sodium Chloride	101.09 Sodium Chloride 0.9%, Intravenous Solution	ARTG ID Required	All items in Category 101 require an ARTG ID	GTIN Required	All items in Category 101	New Tenderers - 12 months sales for ALL products in "Additional Sales Data" tab.
101 IV Solutions - Sodium	101.09 Sodium Chloride 0.9%, Intravenous	ARTG ID	All items in	GTIN		

Previous Contract and Category	Previous Contract and Category Change Notes (If applicable)	Previous Contract and Subcategory (ies)	Nature of Change
New subcategory	Greenfield Category	Sodium Chloride 0.45%, Intravenous Solution, 500 mL	New subcategory
HPVC2019-058 Pharmaceutical Products and IV Fluids	name change 'solutions - sodium chloride'	HPVC2019-058 Pharmaceutical Products and IV Fluids	subcat number change
Category 50067 IV FLUID - SODIUM CHLORIDE		Category 50067.03 SODIUM CHLORIDE 0.9% INTRAVENOUS SOLUTION 50 ML	
HPVC2019-058 Pharmaceutical Products and IV Fluids	name change 'solutions - sodium chloride'	HPVC2019-058 Pharmaceutical Products and IV Fluids	subcat number change

Mapping for existing Category & Subcategory Category shown here

Tender_Response_Commercial Tab_: Product Entry

Commercial tab: Fill in

- Respondents are to provide input to unshaded areas only.
- Shaded areas are set by HSV and will be for general feedback / or pre-populated info.

All products	Autopopulated	Autopopulated	Autopopulated	If applicable	Autopopulated
Numbers are stored as text. This will be the Ordering Part Number if there is no distributor. Duplicates are acceptable only if a distributor(s) has been nominated or for an additional UOM packaging size with a valid GTIN code. This field is mandatory e.g. BNZ123.	Tenderer's name (Contract Holder Name). Name must match your organisations ABN in the ABR, previous sales data provided (if applicable) and all relevant tendered information. Linked from the user guide tab	Tenderer's ABN (Linked From User Guide tab). Auto populated once part numbers are added	Invalid GLN - Recheck Linked as per Tenderer ABN	HSV Numbers are generally 11 digits and begins with "10"	Formula links to Usage Report / Additional Sales Data tabs)
Tenderer Part Number	Tenderer Name	Tenderer ABN	Tenderer Global Location Number (GLN) (Linked to GLN Supplied in User Guide tab)	HSV Number if this product previously contracted by this Tenderer (or blank)	Does this Product Have Recent HSV Sales?
AAA	Test Company Name	12 345 456 789	1234567891234	10000000001	No Recent Sales

Tender_Response_Commercial Tab _Info:Product Entry

Entering Product Category Info:

➤ Example : From Drop Down Selection

- First Select Category
- Then select sub-category & description
- This will prepopulate and validate entry

The diagram illustrates the process of entering product category information. It shows a sequence of steps: selecting a category from a dropdown, then selecting a sub-category and description, and finally validating the entry.

Top Right: Product Selection Dropdown

All products	All products
Select from the dropdown list	Select from the dropdown list
101 IV Solutions - Sodium Chloride	
103 IV Solutions - Glucose	
104 IV Solutions - Glucose + Sodium Chloride	
105 IV Solutions - Compound Sodium Lactate	
106 IV Solutions - Compound Sodium Chloride	
107 IV Solutions - Plasma-Lyte	
108 IV Solutions - Potassium Chloride	
109 IV Solutions - Succinylated Gelatin	
110 IV Solutions - Mannitol	
201 Irrigation Solutions - Sodium Chloride	
202 Irrigation Solutions - Water	

Bottom Right: Product New Subcategory Number & Description

Product New Subcategory Number & Description
101 IV Solutions - Sodium Chloride

Bottom Left: Product Category Description

Product Category Description
101 IV Solutions - Sodium Chloride

Bottom: Final Form Entry

Product Category Description	Product New Subcategory Number & Description	Is the Unique Identification and Subcategory Valid?	CTPP SC
101 IV Solutions - Sodium Chloride	101.09 Sodium Chloride 0.9%, Intravenous Solution	Valid Unique Id & Subcategory data	

Tender_Response_Commercial Tab _Info:Product Entry

Entering Product Details:

➤ Example 1 : Manual entry

- Respondents will be prompted to enter manual product description

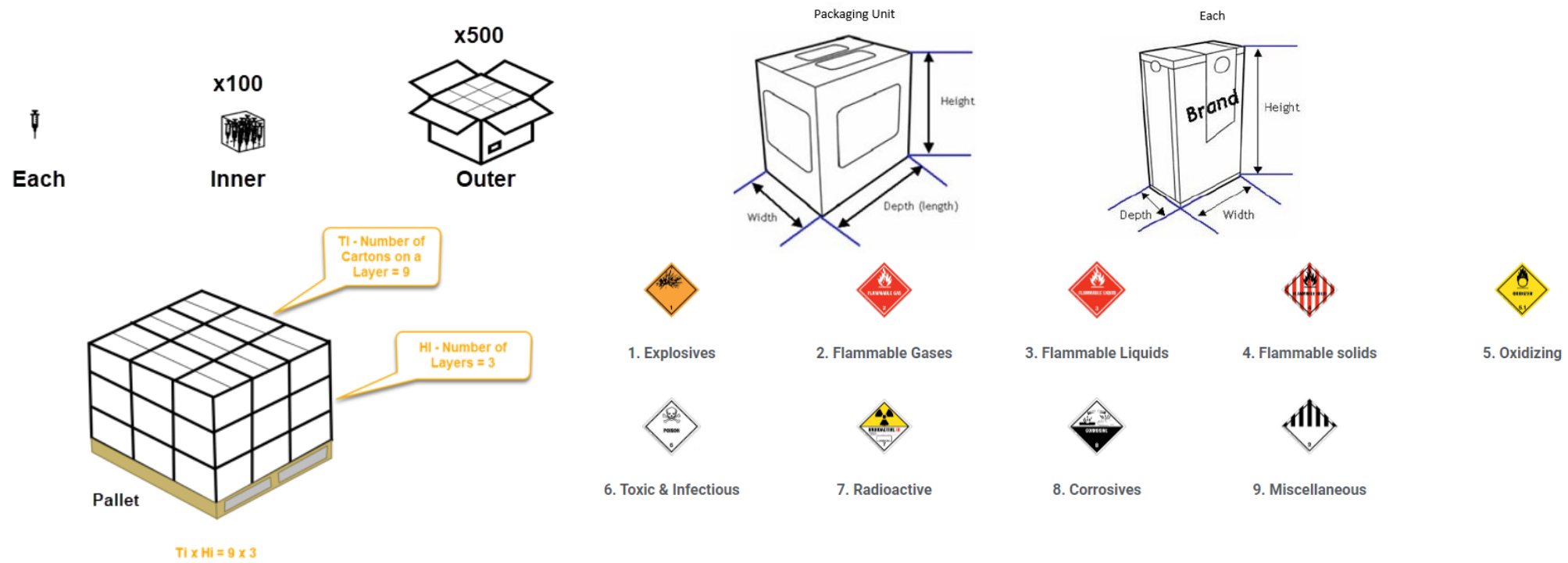
Autopopulated	All products	All products	Autopopulated
This formula checks for duplicate Unique Id's or missing GLN and Subcategory data. Unique Id's are a combination of Tenderer and Distributor Part numbers and names. Do not override this column.	AMT CODES Enter AMT Codes from drop down List (non numeric) You may overwrite by manually entering value, if not found in drop down list	Product Description - Set to Mandatory AMT CTPP Description. Product will prepopulate once correct CTPP SCTID is entered from drop down list in column AF If CTPP cell in column AD is overwritten with manual entry, you must enter manually the Full Product Description_CTPP below. eg, Description followed by Brand Name in brackets & Item Number, "eg..productA descriptionA (Brand) & itemA" eg.. "Sodium Chloride 0.9% (4.5 g/500 mL) injection, 500 mL bottle, (B Brandname) & item number"	"Valid Product Description" indicates no formatting errors
Is the Unique Identification and Subcategory Valid?	CTPP SCTID	Full Product Description_CTPP	Are the Product Descriptions Valid?
Valid Unique Id & Subcategory data	69442011000036101	Not part of existing Contract. Please override this cell with AMT CTPP description followed by '(Brand)' & Item Number	enter valid ID
Valid Unique Id & Subcategory data	69262011000036105	Chlorhexidine Acetate (Baxter) 0.5% (2.5 g/500 mL) irrigation solution, 15 x 500 mL bottles	Valid Product Description

➤ Example 2: Drop down list selection

- When item (CTPP SCTID) is selected from drop down list the Full Product description is auto-populated

Supply Chain Data Attributes

- **HSV has expanded to provide supply chain services to health services.**
- Attributes required include: Product level hierarchy, dimensions, weights, pallet information, dangerous goods



Supply Chain Data Attributes

- **Instructions for completion**
- Complete all requested information
- Mandatory data missing = Product won't be awarded
- All tabs linked in the TRW. Do not override or delete these formulae and do not add or delete columns, or individual cells
- To add rows, ensure that rows are also added to all tabs (Commercial and Supply Chain) & all formulae "fill down". Contact HSV if required
- Provide responses in the requested format and units
- Dimensions in mm & weights in kg

Contract Departures Request

HSV seeks to establish a common set of terms between all suppliers for fairness

- A '**Contract departures request template.xls**' has been provided in the ITS documents. Please provide as much details on your request of change as possible for HSV to consider.
- Departures should be focussed on changes required to stop the agreement from being commercially or operationally unworkable
- If more advantageous pricing can be achieved via a departure, you can make an alternative pricing offer that is contingent upon certain departures being accepted
- Keep in mind what the core driving strategic direction for this contract is – departures that impede this direction are unlikely to be acceptable.
- If you require further information about the intent or purpose of any clause to decide whether a departure is required, seek clarification via the portal messaging system.

Submission Guidance/Checklist #1

- Save regularly - every **15 minutes** to avoid loss of information
- Do not assume your company is known or well known by the evaluators – provide all requested information
- Do not use acronyms or abbreviations
- Do not cross-refer to other questions or answers in your responses
- Submit early – you can overwrite your information up to the time of closing. Late submissions can only be accepted if they meet the strict conditions of the *ITS Late Responses* clause.
- Strongly recommended that only one user be logged on at one time to work on a submission

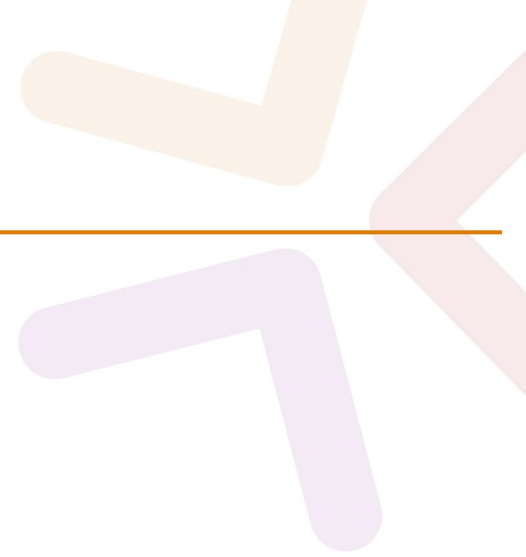
Submission Guidance/Checklist #2

- Ensure artwork images provided have the right naming convention and in the required format (jpeg or pdf)
- Submit a copy of Fair Jobs Code Pre-Assessment Certificate (obtained from <https://www.buyingfor.vic.gov.au/apply-fair-jobs-code-pre-assessment-certificate>)
- Check that Form 7 - Statutory Declaration have inserted the required authorised witness details
- If applicable - submit 'Wholesaler Additional Response.doc'
- If applicable - submit 'Contract Departures Request.xls'

Submission Guidance/Checklist #3

Phrases and Wordings to Avoid

- 'Will be provided on request'
- 'Will be provided if successful'
- 'Refer to section XX / 'Refer to attachment XX'
- 'Refer to covering letter'
- 'Already provided in previous tender'
- 'TBA, TBD, TBC'



Common Submission Errors

- A submission that factors all of the requirements and relevant risks into pricing is preferable over a submission that assumes they will not apply
- **Do not include conditionality in the base bid**
 - Failure to submit a base level submission may result in disqualification
 - If you must qualify a submission, provide the case in an alternative bid
- Do not assume the same terms and conditions, award scenario or conduct from the previous contract- e.g. pricing is based on the current volume/sole award



04 Communications Appendix: HSV Procurement Portal

Communications

- Throughout the ITS, communications should be via the HSV Procurement Portal messaging function.
- HSV will not respond to individual emails. HSV reserve the right to broadcast answers to relevant questions to all participants.

HSV Procurement Portal

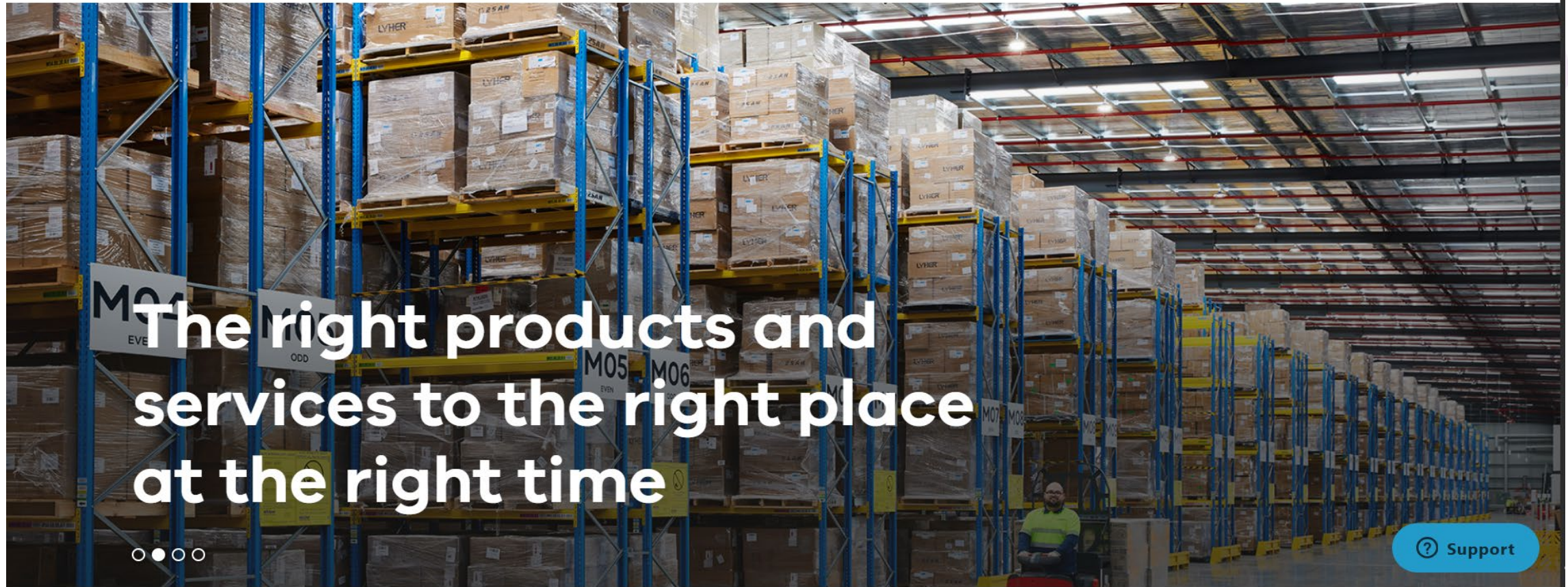
- Tender document download, tender related questions, and tender submission from the HSV Procurement Portal ONLY
- Register/Access at healthsharevic.org.au
- Each registered company account has only **one** superuser and they are responsible for managing sub-users, including visibility of the EOI documentation
- Technical Issues for access to go through HSV Helpdesk, email **helpdesk@healthsharevic.org.au**

New User? Go to healthsharevic.org.au and click *Register*



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Register

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

I am a Supplier

I am a Health Service

Email (required)

Please use an organisation specific email, or contact HSV for assistance.

ABN or ACN (required)

Please use your company's ABN or ACN number. No spaces, comma, or dash. Example: 12345678901234567890

Next

To create your account:

1. Select the "I am a Supplier" option
2. Enter your business specific email address
3. Click "Next"

Complete your registration and you will receive a new account email with a password setup link

Important! Tender under the ABN that would sign the contract!

New distributors should register a separate account.

	Start Date - End Date	Last Updated	
31 ur - Clinical and Support	24/11/2017 23/11/2021	17 days ago	<div data-bbox="1197 182 2522 254" data-label="Text"> <p>“Favourite” the category you are interested in to get email updates</p> </div> <div data-bbox="1299 297 1656 435" data-label="Image"> </div>

31
ur - Clinical and Support

24/11/2017
23/11/2021

17 days ago



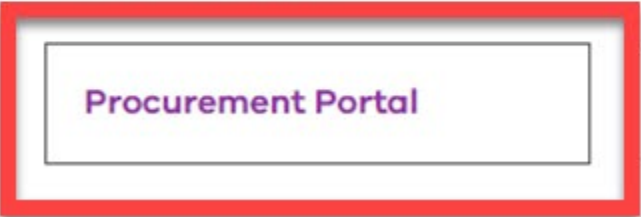
9
lood Culture and Mycobact
nd Consumables

HOME > MY DASHBOARD

Hello, Lyn

You can now access the HSV Procurement Portal from the Quick Links menu on your dashboard when you are signed in

Quick Links



You will be directed to the Procurement Portal where you can access any open RFx or edit your personal profile

Main Dashboard

My Running Surveys

No Scorecards to display

New Messages (last 30 days)

No Unread Messages

My RFQs with Pending Responses

No RFQs to display

RFx Open to All Suppliers

Currently Open		Next Closing Date
RFI	2	15/01/2021 14:00
RFQ	2	13/01/2021 23:59

My RFIs with Pending Responses

No RFIs to display

Quick Links

Standard Links

[My Contracts](#)

[Projects](#)

[My RFIs](#)

[My RFQs](#)

[Profile](#)

Custom Links

If you are the Super User you will receive all system alerts.
You can add additional contact email addresses to your profile by using ‘;’ as a separator.

User:

Division: Division

Active


Save

Cancel

User Details


* Last Name	<div>Smith</div>
* First Name	<div>Jane</div>
User Status	<div>Active</div>
User Tag for Codes	<div></div>
* Email	<div>j.smith@example.com</div>
* Telephone Number	<div>01557330165</div>
Mobile Phone Number must start with '+' and contain digits from 0 to 9 (min 8 max 15) with no spaces. The first number can not be 0.	<div>+61410000000</div>
Division	<div>Division</div>
Department	<div>...</div>
Role	
Username	<div>3m australia</div>
* Preferred Language	<div>English (UK)</div>
* Time Zone	<div>(GMT +10:00) Sydney, Canberra, Melbourne</div>

From the Portal click on the 'RFQ' line within the 'RFx Open to All Suppliers'


 **HealthShare**
Victoria

For technical support, please contact the Jaggaer helpdes
If you are in Australia please call: 02 8074 862
If you are outside of Australia, please [click here](#) for overseas phone number
Email: customersupport@jaggaer.com


Main Dashboard

 My Running Surveys


No Scorecards to display

 New Messages (last 30 days)


No Unread Messages

 My RFQs with Pending Responses


No RFQs to display

 RFx Open to All Suppliers

Currently Open		Next Closing Date
RFI	2	15/01/2021 14:00
RFQ	2	13/01/2021 23:59

 My RFIs with Pending Responses

No RFIs to display

 Quick Links

Standard Links

- [My Contracts](#)
- [Projects](#)
- [My RFIs](#)
- [My RFQs](#)
- [Profile](#)

Custom Links

Select the tender you would like to express interest in



My RFQs

RFQs Open to All Suppliers

Enter Filter (type to start search)



	Code	Title	Project Code	Time limit for Expressing Interest	▲ Status
1	rfq_978	BRHS Kitchen Asset Upgrade	tender_7531	13/01/2021 23:59	Running
2	rfq_992	ITS2020-071 Rehab Supply Services	tender_9530	25/01/2021 15:00	Running
Total 2					

Click on 'Express Interest'. This is the only way to access the event.

▼ RFQ: rfq_992 - ITS2020-071 Rehab Supply Services

 Running

Project: tender_9530 - ITS-2020-071- Rehab Supply Services

Closing Date: 25/01/2021 15:00:00

[Express Interest](#)

[Decide Later](#)

[Printable View](#)

Response Status

Response Status

No Response Prepared

Overview

Code

rfq_992

Description

Title

ITS2020-071 Rehab Supply Services

Supplier Access

RFQ Open to All Suppliers

To commence input of your tender response, click on 'Create Response'

← 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

View Response Index Only

1. Qualification Response (questions: 120)

1.1 READ ME FIRST - SUPPLIER'S TIP'S 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 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.

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

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

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 certified Quality Management System?	<input type="text"/>
2.1.2 Quality Management	Please attach a current certificate for your certified Quality Management System	+ Click to attach file
2.1.3 Quality Management	Please state the expiry date of your certificate for your Quality Management System	dd/mm/yyyy
2.1.4 Quality Management	If your organisation does not have a certified Quality Management System please advise how you intend to ensure that you meet the customers requirement and industry standards for Quality	<input type="text"/> Characters available 2000

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

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 Responses | User Rights

My Response Summary

1. Qualification Response

Missing mandatory responses (67)

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)

1.1 READ ME FIRST - SUPPLIER'S 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!

Submit Response

Edit Response

COMMUNICATION: Utilise the messaging function within portal to communicate with HSV, not individual emails. Tool is used for the entire ITS process up to and including award stage.

▼ 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

Send Message

Save as Draft

Cancel

Message

Subject

Message

Attachments

Attachments

Attachment Name	Attachment Description	Comments
No Attachments		

[← Back to List](#)



Once complete **ensure you click 'Submit Response'**
You will not be able to submit if there are mandatory fields outstanding that has not been filled.

Running

Response Last Submitted On: **Not Submitted Yet**

- [RFQ Details](#)
- [Messages \(Unread 0\)](#)
- [Settings](#)
- [Buyer Attachments \(1\)](#)
- [My Response](#)
- [User Rights](#)

Submit Response

My Response Summary

1.	Qualification Response	Missing mandatory responses (87)
2.	Technical Response	Missing mandatory responses (23)

Note that responses – including pricing – are sealed until tender close.
Your response is locked and will not be visible to HSV.



Page Last Refreshed: 03:35 WET - Western Europe Time

1

Sourcing

2

RFQs

RFQs

My RFQs

RFQs Open All Suppliers

3

4

Response Status

Response Submitted To Buyer

1

rfq_360

tender_567

21/05/2021 05:00

Running

Total 1

To confirm that your response has been submitted, check that "My RFQs" shows "Response Submitted to Buyer" for that ITS.



Page Last Refreshed: 03:33 WET - Western Europe Time DST

HealthShare
Victoria

Back to List

RFQ: rfq_360 - RP RFQ 03 Jan 2020 2

Project:tender_567- R Proj (Re-sourcing 23-01-2018)

Closing Date: 21/05/2021 05:00:00

Response Last Submitted On: 19/05/2021 03:20:02

Pages (Unread 0)

Attachments (5)

My Response

Associated Users

Clicking on that RFQ shows when you last submitted

End of Briefing

Reference websites

Procurement Framework- VIC Supplier Code of Conduct

<https://www.buyingfor.vic.gov.au/supplier-code-conduct-toolkit>

State of Victoria- Modern Slavery Policies

<https://www.development.vic.gov.au/about/policies-and-disclosures/policies/modern-slavery-policy>

HSV Procurement and Supply Chain supplier Modern Slavery Standards

<https://healthsharevic.org.au/procurement-guidance/modern-slavery/modern-slavery-resources-for-suppliers/>

Procurement Framework- VIC Fair Jobs Code Pre Assessment Certificate

<https://www.buyingfor.vic.gov.au/apply-fair-jobs-code-pre-assessment-certificate>