

Supplier Briefing

Parenteral Nutrition & Additives
HPVITS2026-191

Monday 13 October 2025 10:00– 11:00

Stanley Saw (Senior Category Manager)

Neeva Maskey Shrestha (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. Neeva M (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

Invitation to Supply

- Objectives
- Estimated Timeline
- Overview of Agreement
- ITS Response Section Set Up

03

Submission Requirements

- Artwork and Product Images
- 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

- **Neeva Maskey Shrestha**

- Category Manager
- Support for the ITS

- **Krista Siason**

- Category Manager
- Support industry brief

- **Staney Saw**

- Senior Category Manager
- Lead for the ITS

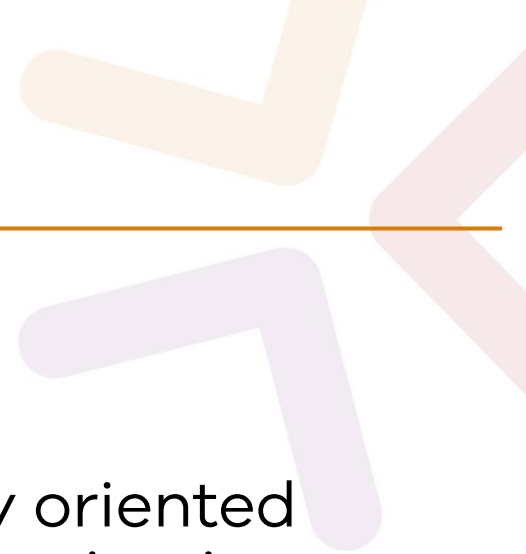
- **Jasmine Makin**

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

- **Product Reference Group (PRG)**

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

HealthShare Victoria



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 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

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



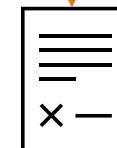
Individual suppliers sign a document containing operational, legal and other standard terms and conditions, service deliverables, pricing and schedules.



500+ Suppliers
900+ Contracts

NEW market templates

Agreement



MSA

Module

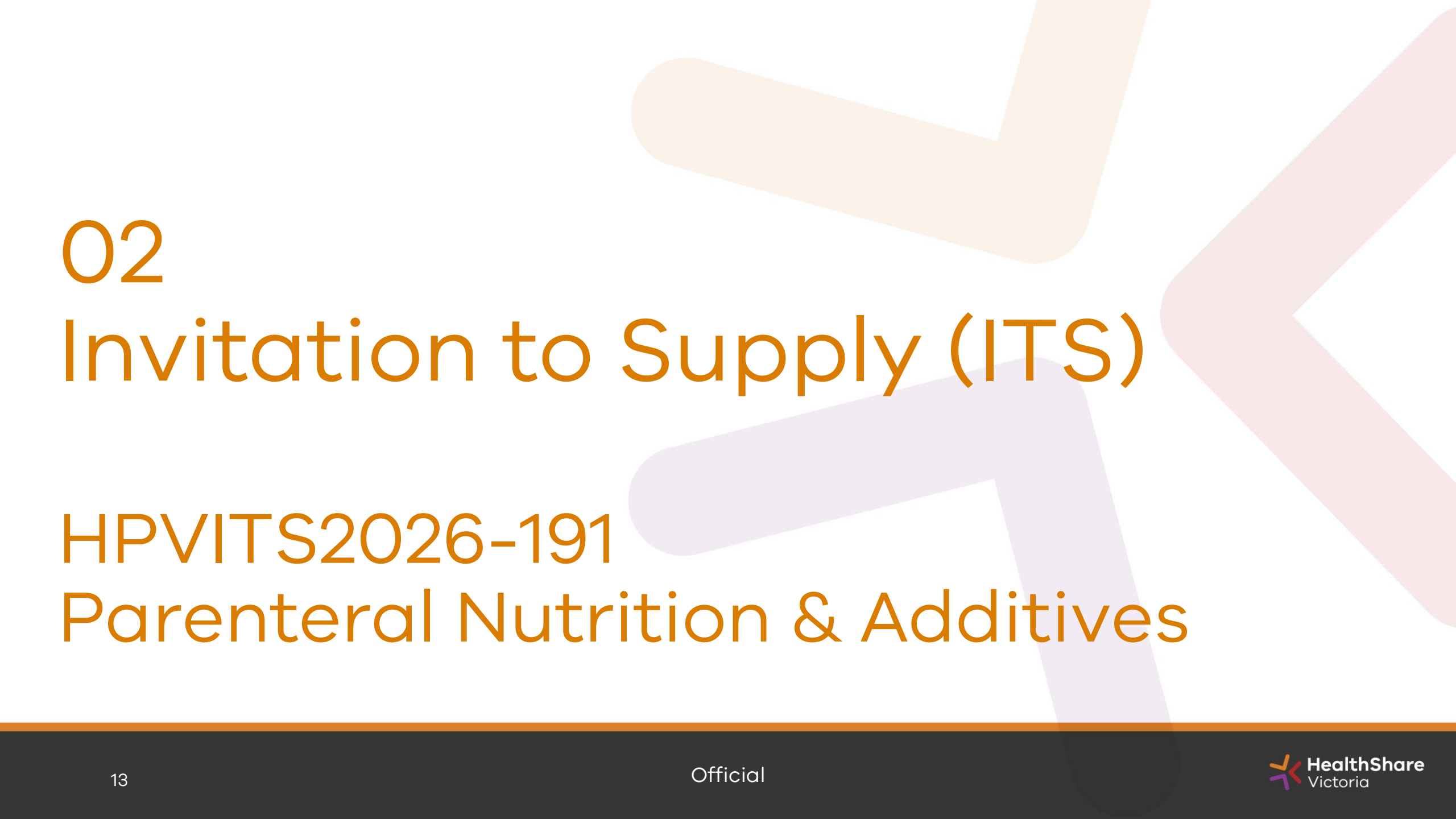
Schedule



- 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)

HPVITS2026-191

Parenteral Nutrition & Additives

Estimated Timeline

Key Activities	Date
Industry Briefing Session	13 October 2025
ITS Release Date	20 October 2025
Last date for submission of ITS questions	19 November 2025 14:00 AEST
ITS Closing Date and Time	21 November 2025 14:00 AEST
Evaluation	December 2025
Respondents advised of outcome	20 January 2026
New Agreement Commencement Date	4 March 2026

Overview of Agreement

Area	Details
Term of the contract	• Commencement: 4 March 2026 • Principal end date: 3 March 2028 • Option: 2 x 2-years
Pricing structure	Fixed pricing
Scope: inclusions	• Ready-to-Use (Off-the-Shelf) Parenteral Nutrition & Additives for Hospital Delivery • Externally Compounded Parenteral Nutrition for Hospital Delivery • Externally Compounded Parenteral Nutrition for Home Delivery • Ready-to-Use (Off-the-Shelf) Parenteral Nutrition bags and Hydration Solutions for Home Delivery • Consumables & Accessories for Home Delivery • Equipment for Home Delivery
Scope: exclusions	• Exemption of individual patients due to clinical reasons • Products available on other HSV contracts • SAS products

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, .Parenteral nutrition g, .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



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.

Tender Response Worksheet (TRW)

➤ **Provide detailed information on the products for Evaluation**

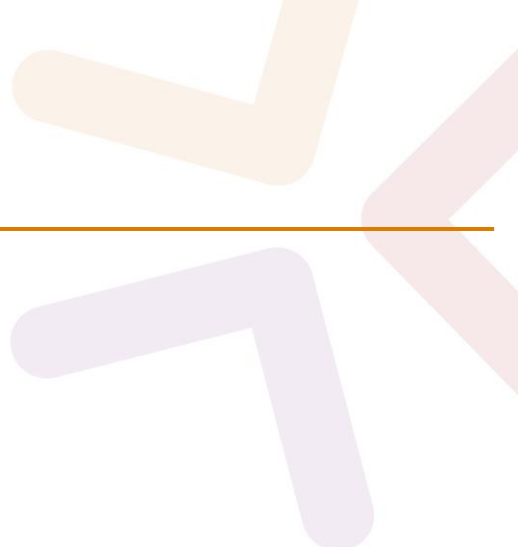
- The TRW is used to collect detailed data on the products tendered, including price and supplier/distributor data.
- Data will be used to evaluate your products. – If your data is wrong or incomplete your product may be (inadvertently or consciously) not awarded
- Data will ultimately feed into Pricing 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)

The Tender Response Worksheet consists of the following tabs:

1. Instructions
2. Supplier Information
3. Ordering & Delivery
4. Category 1: Ready to Use (off the shelf) Parental Nutrition & additives for hospital delivery
5. Category 2: Externally Compounded Parental Nutrition for hospital delivery
6. Category 3: Externally Compounded Parental Nutrition for home delivery
7. Category 4: Ready to Use (off the shelf) Parental Nutrition bags and hydration solutions for home delivery
8. Category 5: Consumables & Accessories for home delivery
9. Category 6: Equipment for home delivery
10. Annual Historical Usage

Tender Response Worksheet (TRW)



1. Instructions

- Read all instructions carefully before completing the spreadsheet.
- Refer to supporting documents and resources provided.

2. Supplier Information

- Contact Details for: Key Account Manager, Contract Officer, Customer Support Contact, Helpdesk & Invoice Support

3. Ordering & Delivery (Ready-to-Use and Compounded Products – Hospital & Home Delivery) Distribution method (e.g., wholesaler or direct supply)

- Order cut-off times
- Delivery timeframes to health services/home/Agreed Point of Delivery
- Delivery frequency
- Value-added services
- Additional comments

Tender Response Worksheet (TRW)

Category 1: Ready to Use (off the shelf) Parental Nutrition & additives for hospital delivery

Products delivered directly to health services, including:

- Ready-to-use (off-the-shelf) products

STEP 1: Supplier to place their product under the subcategory most suitable:

- Multi-chambered bags
- Amino Acids
- Lipid Emulsions
- Adult Trace Element
- Paediatric Trace Elements
- Individual Trace Elements (e.g.. Selenium, Zinc)
- Multivitamins
- Parenteral Nutrition Accessories (e.g.. plain bags, light protective pouches)
- Other

Tender Response Worksheet (TRW)

STEP 2: Complete Product Component Descriptors

- Supplier Description of product
- Container Type e.g.. Bottle, Vials,
- Trade Pack Container Qty e.g.. 1, 10
- Certified for use with paediatrics (Y/N)
 - If suitable for paediatrics, specify if its from (in days, years or months, e.g.. 0-1 month or 0-18years or NA)

STEP 3: Storage Conditions

- Storage Conditions (e.g.. room temp, refrigerated, frozen – specify temperature range)
- Maximum Shelf Life (e.g.. Hours, Days, months)
- Shelf Life at Room Temperature (e.g.. Hours, Days, Months)
- Is light protection required for final product? (Y/N)
- Is the Product Sterile? (Y/N)
- Does the product require protection from light? (Y/N)
- Are unit doses packaged in light protective packaging where applicable? (Y/N)

Tender Response Worksheet (TRW)

STEP 4: Pricing

- Trade pack ex GST
- Unit of measure ex GST
- Option for volume discount- specify min vol purchase and cost

STEP 5: Ordering

- Minimum Standard order qty (e.g. 10)
- Minimum Urgent/Ad hoc order qty (e.g. 10)
- Associated cost (if any) with urgent/ad hoc order (Y/N)
- If Yes for associated cost, specify cost (e.g. \$21.606)
- Specify Cost per product or per order (e.g. order, product)

Tender Response Worksheet (TRW)

STEP 6: Packaging

- Does the packaging contain latex? (Y/N)
- Does the product contain latex? (Y/N)
- Is Di-2-ethylhexyl phthalate (DEHP) in or in contact with product? (Y/N)
- Is the packaging readily recyclable? (Y/N)
- % recycled content in packaging? (e.g.. 10%)
- Plastic packaging ONLY: Plastics identification code (e.g.. 1-7, NA)

STEP 7: Product Identification

- UNSPSC Number
- ARTG Number
- Primary GTIN Trade Pack
- Scannable Individual Unit Dose GTIN
- Contained Trade Product Pack (CTPP) Code
- Readable Batch and Expiry Date on packaging (Y/N)

Tender Response Worksheet (TRW)

STEP 6: Health Service Ordering Codes

- Will distribution to health services be via wholesalers, direct distribution or both?(e.g.. wholesaler, direct, both)
- If distribution is to be via wholesalers, please list which wholesalers (e.g.. Both, Symbion, CH2)"
- Ordering Code for Wholesaler, direct distributor

Tender Response Worksheet (TRW)

Category 2: Externally Compounded Parental Nutrition for hospital delivery

- Manufactured at TGA approved site
e.g.. Customised products for health services

Supplier Instructions

- Cost the formulation directly for all common formulations listed.
- If an exact match is not available, propose a clinically suitable equivalent and provide pricing.
- Supplier-recommended additional formulations
- Price individual components of compounded goods in units for health services to build a complete product
- Alternative pricing mechanisms can be submitted under the commercial envelope.

Tender Response Worksheet (TRW)

Category 3: Externally Compounded Parental Nutrition for home delivery

- Manufactured at a TGA-approved site
- Includes customised formulations for home delivery or agreed delivery points

Supplier Requirements:

- Review current home parenteral nutrition formulations
- Submit best pricing for proposed formulations
- Alternative pricing mechanisms can be submitted under the commercial envelope.

Tender Response Worksheet (TRW)

Category 4: Ready to Use (off the shelf) Parental Nutrition bags and hydration solutions for home delivery

- Includes commonly used, off-the-shelf parenteral nutrition bags (e.g., spare multichambered bags) and hydration solutions.
- Intended for administration in the home setting.

Supplier Requirements:

- Suppliers must provide full pricing for all listed items.
- Delivery charges must be included in the total submitted price.
- *Note: annual data not available for this category*

Tender Response Worksheet (TRW)

Category 5: Consumables & Accessories for home delivery

Supplier Requirements:

- HSV has listed common consumables and accessories for parenteral administration at home.
- Suppliers must provide full costing, inclusive of delivery charges for all listed items.
- *Note: annual data not available for this category*

Tender Response Worksheet (TRW)

Category 6: Equipment for home delivery

Supplier Requirements:

- Submit recommended equipment to support parenteral nutrition at home.
- Provide full costing, inclusive of delivery charges.
- If loan equipment is proposed, outline conditions and terms of supply.
- *Note: annual data not available for this category*

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

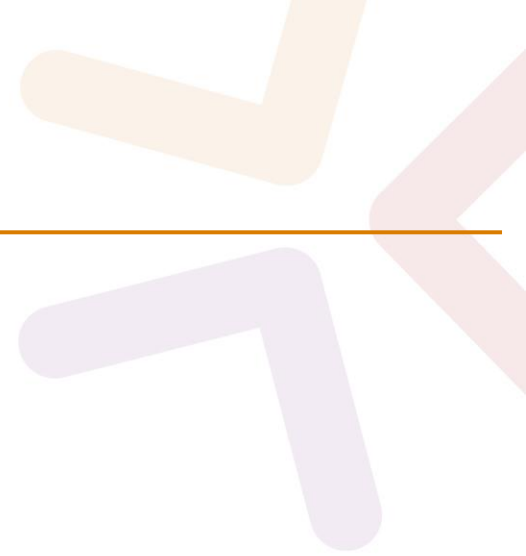
Submission Guidance/Checklist #2

- 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 'Contract Departures Request.xls'

Submission Guidance/Checklist #3

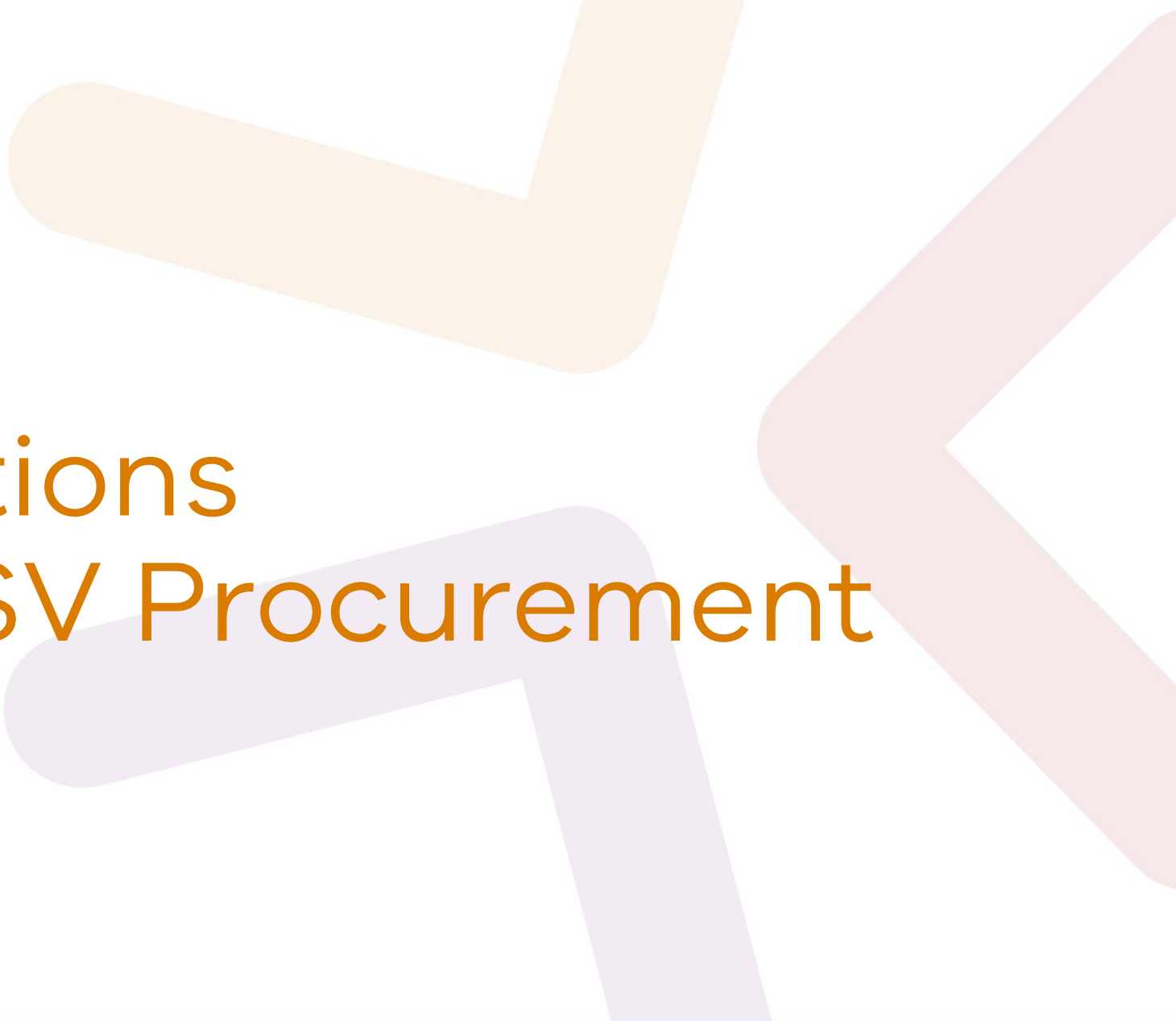
Phrases and Wordings to Avoid

- '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

HSV Procurement Portal

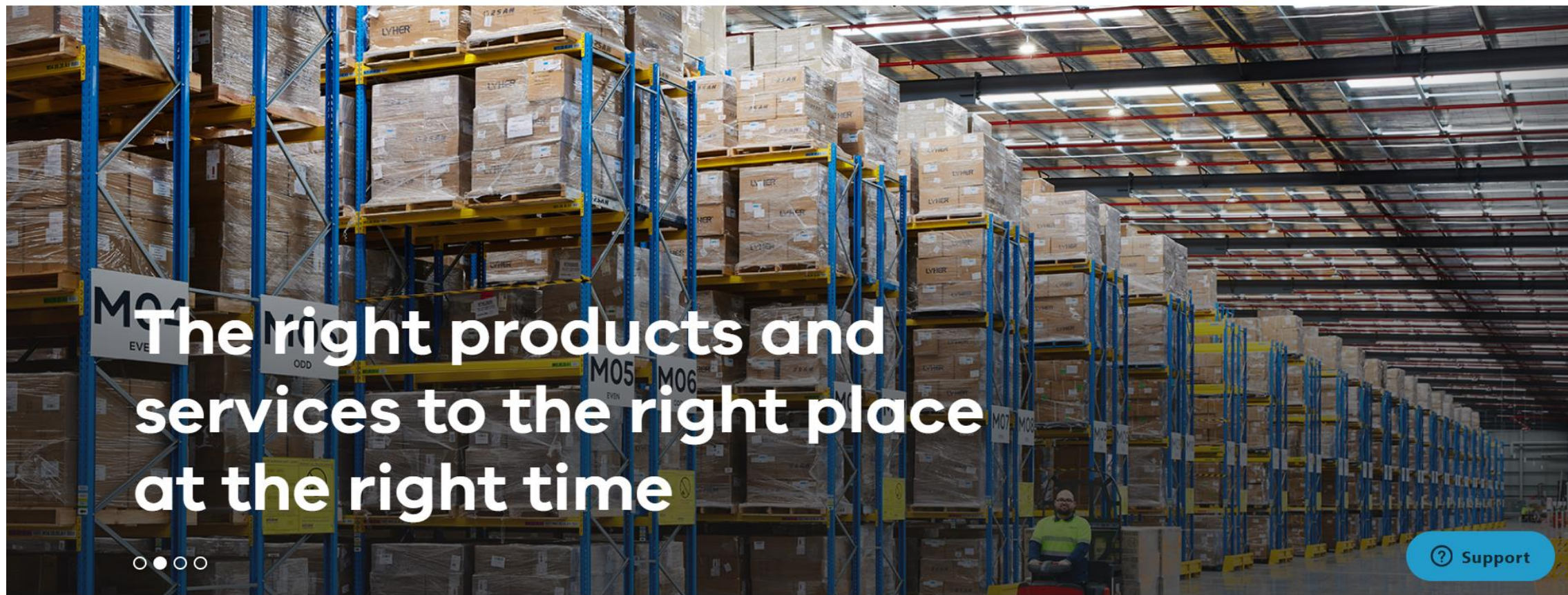
- Tender document download, tender related questions, and tender submission from the HSV Procurement Portal ONLY
- Register/Access at healthsharevic.org.au
- Each registered company account has only **one** superuser and they are responsible for managing sub-users, including visibility of the EOI documentation
- 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	
“Favourite” the category you are interested in to get email updates			

31 ur - Clinical and Support	24/11/2017 23/11/2021	17 days ago	 Favourite
---------------------------------	--------------------------	-------------	--

9
lood Culture and Mycobac
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

Procurement Portal

Send Enquiry/Feedback

Submit Contract Variation

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	Smith
* First Name	Jane
User Status	Active
User Tag for Codes	
* Email	j.smith@example.com
* Telephone Number	01557330165
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.	+61410000000
Division	Division
Department	...
Role	
Username	3m australia
* Preferred Language	English (UK)
* Time Zone	(GMT +10:00) Sydney, Canberra, Melbourne

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

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](#)

Create Response

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!
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.

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: 14/03/2018 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?
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 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 16:00:00

Response Last Submitted On: Not Submitted Yet

Running

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

RFQ Details

Messages (Unread 0)

SettingsBuyer AttachmentsMy ResponseUser 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
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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

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

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1

Sourcing

Projects

RFIs

RFQs

Contracts

RFQs

My RFQs

RFQs Open All Suppliers

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

3

Response Status

Response Submitted To Buyer

4

Response Status

Response Submitted To Buyer

			Status	Buyer Organisation
1	rfq_360	tender_567	21/05/2021 05:00	Running

Total 1

Clicking on that RFQ shows when you last submitted

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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

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>