

Annual Procurement Activity Plan 2018-19

Lorne Community Hospital is looking to develop long term partnerships with suppliers that are adaptable and innovative, who take accountability, and who can help deliver real and lasting value.

To effectively and efficiently procure goods and services across the organisation to obtain the best value for money and economies of scale Lorne Community Hospital's procurement activity plan is aligned to its priorities and strategies.

When sourcing goods and services from the market, Lorne Community Hospital is committed to open, fair, and transparent sourcing processes.

This annual Procurement Activity Plan provides a summary of the major procurement activities in the non-salary area of organisational expenditure and provides potential suppliers advance knowledge of the likely procurements in this financial year.

The annual Procurement Activity Plan will be reviewed and updated as required, based on the best information available at the time of publication.

CATEGORY	DESCRIPTION	CONTACT PERSON	ESTIMATED QUARTER
FACILITIES MANAGEMENT	Window Cleaning	Janet Smartt	Q1 18/19
	Carpet Steam Cleaning	Janet Smartt	Q2 18/19
	Emergency Generator	Janet Smartt	Q3 18/19
MEDICAL EQUIPMENT SERVICING & MAINTENANCE	Biometric servicing and testing	Janet Smartt	Q3 18/19
	X-ray capsula and consolute	Janet Smartt	Q4 18/19
	Mobile X-ray Unit	Janet Smartt	Q3 18/19
NON-MEDICAL EQUIPMENT SERVICING & MAINTENANCE	Electrical testing and tagging	Janet Smartt	Q1 18/19
ADMINISTRATIVE SERVICES	Document Storage	Michael Markham	Q1 18/19
CAPITAL PROGRAM	Automatic Door to Nursing Home courtyard	Andrea Russell	Q1 18/19
	Urgent Care Upgrade	Janet Smartt	Q3 18/19
	Carpet replacement	Janet Smartt	Q2 18/19
	Nursing Home Courtyard redevelopment	Andrea Russell	Q4 18/19
	Gymnasium extension	Janet Smartt	Q3 18/19
	Bathroom Upgrade	Janet Smartt	Q1 18/19
	Painting residential property	Janet Smartt	Q1 18/19

DISCLAIMER:

All planned procurement activities are subject to revision or cancellation. The information in this annual Procurement Activity Plan is provided for planning purposes only and it does not present a solicitation or constitute a request for proposal, nor is it a commitment by Lorne Community Hospital to purchase the described goods or services. There is no obligation to respond to or return any unsolicited bids received.