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| CMH_logo Low ResCasterton Memorial Hospital | |
| **Title:** **Procurement Activity Plan** | |
| **Manual:** Hospital Policy | **Type:** Policy |

**Procurement Activity Plan 2018/19**

Casterton Memorial 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, Casterton Memorial Hospital’s procurement activity plan is aligned to its priorities and strategies.

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

This 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 anticipated procurements activity over the next 12-18 months.

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

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| **Category** | **Description** | **Contact Person** | **Estimated Quarter** |
| **Facilities Management & Maintenance contracts** | Fire Prevention Services  Fire Sprinkler System installation | Mrs Loren Hulm, CSO |  |
| Grease-Trap Servicing  Boiler/hot water Replacement  Internal/External construction works |
| **Non-clinical Support Services** | Legal Services | Mrs Loren Hulm, CSO |  |
| Internal Audit Program |
| Printing Services |
| Marketing & Advertising Services |
|  |
| **Medical Consumable and Supplies** | Meat & Poultry Products | Mrs Loren Hulm, CSO |  |
| Fresh Fruits & Vegetables |
| Continence Products |
| **Equipment** |  | Mrs Loren Hulm, CSO |  |
| Electronic chairs |
| Patient Beds & Mattresses |
| Sterilisation Equipment Maintenance |

**Disclaimer:**

The information in this 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 Casterton Memorial Hospital to purchase the described goods or services. There is no obligation to respond to or return any unsolicited bids received.

Updated December 2018