**Annual Procurement Activity Plan 2024-2025**

Dental Health Services Victoria are 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 procure goods and services effectively and efficiently across the organisation, to obtain the best value for money and economies of scale, Dental Health Services Victoria's procurement activity plan is aligned to its priorities and strategies.

When sourcing goods and services from the market, Dental Health Services Victoria are 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 with advance knowledge of the likely procurements in this financial year.

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

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| --- | --- | --- | --- |
| **Estimated** **Quarter** | **Category** | **Description** | **Contact Person** |
|   **Q1**  24/25 | Medical | Implants including bone substitute and collagen membrane) | Director Procurement and Supply |
| Non-Medical |  |  |
| ICT |  |  |
| Infrastructure  |  |  |
|  **Q2** 24/25 | Medical | External Laboratory Services | Director Procurement and Supply |
| Non-Medical | Toothbrush and Toothpaste | Director School Dental Program |
| ICT |  |  |
| Infrastructure | Cleaning Services | Director of Building Services Management |
|   **Q3** 24/25 | Medical |  |  |
| Non-Medical |  |  |
| ICT |  |  |
| Infrastructure |  |  |
|  **Q4** 24/25 | Medical |  |  |
| Non-Medical |  |  |
| ICT |  |  |
| Infrastructure |  |  |

**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 Dental Health Services Victoria to purchase the described goods or services. There is no obligation to respond to or return any unsolicited bids received.

**Suppliers to Note**

Dental Health Services Victoria strongly support the Victorian Government’s initiatives in Social Procurement Framework, Local Jobs First, Supplier Code of Conduct and the Federal Government’s Modern Slavery Act.

Suppliers are encouraged to make themselves familiar with these requirements when considering to submit tenders/quotes for any of the above procurement activities. Further information can be found at:

Social Procurement Framework: <https://www.buyingfor.vic.gov.au/social-procurement-framework-and-guides>

Local Jobs First: <https://www.buyingfor.vic.gov.au/local-jobs-first>

Supplier Code of Conduct: <https://www.buyingfor.vic.gov.au/supplier-code-conduct>

Modern Slavery Act: <https://www.homeaffairs.gov.au/criminal-justice/files/modern-slavery-reporting-entities.pdf>