

WESTERN HEALTH PROCUREMENT ACTIVITY PLAN FY2025-26

Procurement Services (PS) is responsible for facilitating overall procurement activities across Western Health. PS collaborates with each department to maximise the value outcome in each activity. PS will collaborate with key stakeholders to complete these activities by providing support in the planning, sourcing and contract management phases and monitor compliance with internal procurement procedures. PS will also apply knowledge and expertise to assist with negotiations and provide professional support for developing capabilities of staff with procurement responsibilities in delivering the objectives of the Procurement Plan.

Procurement Principles

In conducting procurement at Western Health, all planning, sourcing and contract management activities are based on the following principles:

- A high standard of behaviour and actions in the conduct of procurement processes is evident. Equity, confidentiality, management of conflicts of interest, and consumer/supplier confidence in the integrity of Western Health procurement processes;
- Good probity practices are applied in managing procurement activities and standards of probity meet the Health Purchasing Policy requirements;
- Operational, commercial, financial and legal risks are reduced or where possible eliminated;
- Balanced judgement is made regarding financial and non-financial factors when considering quality, cost, resources, fit for purpose, total cost of ownership and risk in order to achieve best value for the life of the procurement;
- The relationship between the complexity of a procurement project and the capability of the organisation is understood in order to achieve best outcomes;
- Obtaining of goods and services that meet specifications, are delivered on time at competitive prices from reputable suppliers;
- Consistent procedures are in place and compliance is monitored in accordance with Western Health procurement policies and procedures aligned with Health Purchasing Victoria Policy requirements and Ministerial Directions as required.
- Compliance to Government requirements such as local jobs first, fair jobs code, social procurement frameworks and modern slavery.

Value for Money (VFM)

The overall goal of each procurement activity is to deliver value for money which is the optimum combination of whole-life cost and quality (or fitness for purpose) to meet the user's requirement. It can be assessed using the criteria of economy, efficiency and effectiveness and Ethics. The VFM Principles are:

- **Economy** Reducing the cost of resources used for an activity whilst maintaining fit for purpose and quality.
- **Efficiency** Increasing output for a given input, or minimising input for a given output whilst maintaining fit for purpose and quality.
- **Effectiveness** Successfully achieving the intended outcomes from an activity.
- **Ethics** Being accountable, transparent and sustainable at all levels regarding the overall change impact.

Procurement Cycle

The Procurement Cycle objective is to ensure procurement activities are delivered in line with the governance requirements and delivers value for money (VFM). The Procurement Cycle consists of 5 phases each with a specific function and associated steps as outlined in Figure 1. The 5 phases are: Planning, Supplier Engagement, Evaluation, Completion and Contract Management.

Figure 1



The aims of each cycle are:

- Planning - Determine the scope, requirements and develop a procurement plan that will achieve VFM
- Supplier Engagement - Supplier provides a response on how they meet the requirements
- Evaluation - Stakeholders select the most appropriate supplier offer that achieves Value for Money (VFM)
- Completion - Confirm the final commitment from the supplier
- Contract Management - Confirm supplier delivers on their commitment.

Financial, Resource and Risk Analysis

The delivery of the 2025-26 Procurement Activity Plan is dependent on the following:

- Availability of Procurement Services and WH resources to undertake the planned activities
- Availability of time/contract duration constraints
- Availability of tools to analyse procurement flows and contract details
- Management support and stakeholder participation
- Urgent or critical procurement activities which may affect the delivery of the planned procurement activities

- Collaboration with PS and other business units is required to determine the priority of these procurement activities
- Opportunities and collaboration with HealthShare Victoria and other Health Services (Melbourne Health, Northern Health and other health services) to combine procurement activities that may lead to more attractive opportunities for suppliers and participating commercial partners.
- PS will collaborate with relevant stakeholders to deliver the WH PAP for 2025-26 and the CAMP program.

Attachment 2 – In Progress Procurement Activity Report

Current activities facilitated by the Procurement Department as of June 2025.

#	Site	Status	Description	Procurement Pathway	Term (Yrs.)	Target Completion (FY Quarter)
1	FH	Contract	WH018-2023 - RFQ - NFH Medical Gas Cylinder	Quote - Selective - HSV	5	2026 Q1
2	ALL	Planning	WH0xx-202x - RFT - Homecare Brokered Services	Tender - Selective	5	2026 Q4
3	ALL	Evaluion	WH001-2024 - RFT - Lift Services	Tender - Selective	5	2026 Q1
4	SH	Planning	WH005-2024 - RFT - SH CT	Quote - Selective - HSV	5	2026 Q4
5	SH	Evaluation	WH006-2024 - RFQ - SH Radiotherapy CT Simulator	Quote - Selective - HSV	5	2026 Q1
6	ALL	Planning	WH0xx-202x - RFQ - Brand Refresh	Quote - Selective	1	2026 Q1
7	ALL	Planning	WH008-2024 - RFQ - Pest Management	Quotation - Open	5	2026 Q2

Attachment 3 – Procurement Activity Plan (PAP) 2025-26

The below table outlines the procurement activities supported by the Procurement Department subject to CAMP committee and business case approval.

Notes:

- All planned procurement activities are subject to revision or cancellation.
- Any procurement activities 'planned' or 'in progress' and not completed will carry over to the next FY.
- The information in this procurement activity plan is provided for planning purpose only.
- Procurement Services provides procurement support to the relevant divisions responsible for the table below, therefore our involvement is as required.
- The status of each procurement activity listed below are subject to further consultation with department leads.

GENERAL

#	Site	Status	Description	Procurement Pathway	Term (Yrs.)	Target Completion (FY Quarter)
1	ALL	Planning	WH0xx-202x - RFT - ITSM System	Tender - Selective	5	2026 Q2
2	ALL	Planning	WH0xx-202x - RFT - Cisco Support	Tender - Selective - HSV	5	2026 Q4
3	FH	Planning	WH0xx-202x - RFQ - NFH DTS Decomissing	Tender - Selective	1	2026 Q1
4	ALL	Planning	WH0xx-202x - RFQ - Nurse Call System & Patient TV	Tender - Selective - HSV	5	2026 Q4
5	ALL	Planning	WH0xx-202x - RFQ - Service of Thermostatic Mixing Valves (TMV) & Backflows	Quotation - Open	5	2026 Q2
6	ALL	Planning	WH0xx-202x – RFT – Pharmacy Automatic Medication Cabinets	Tender - Selective	5	2026 Q1

CAMP

#	Site	Status	Equipment Description	Quantity	Procurement Pathway	Term (Yrs.)	Target Completion (FY Quarter)
1	SH	Planning	Cath Lab 1	1	Tender	1	2026 Q2
2	SH	Planning	Cath Lab 2	1	Tender	1	2026 Q2
3	SH	Planning	ICU beds	14	Quotation	1	2026 Q2
4	FH	Planning	EUS processor Aplio	1	Quotation	1	2026 Q2
5	BM	Planning	Urology laser	1	Quotation	1	2026 Q2
6	BM	Planning	Transperineal US	1	Quotation	1	2026 Q2
7	BM	Planning	Lap towers	2	Tender	1	2026 Q3
8	BM	Planning	Endo towers include 3 Gastro, 4 adult + 2 paed colonoscopes	1	Tender	1	2026 Q3
9	WTN	Planning	Urology laser - Versapulse WH116553	1	Quotation	1	2026 Q3

10	SH	Planning	Voluson E10 x6 Replacement	4	Quotation	1	2026 Q3
11	SH	Planning	EPIQ 7G US replacement x4	4	Quotation	1	2026 Q3
12	FH	Planning	GE Vivid S70 Ultrasound (WH114884)	1	Quotation	1	2026 Q3
13	SH/W TN	Planning	Theatre tables (6)	6	Quotation	1	2026 Q4
14	FH	Planning	Introp Ultrasound	1	Quotation	1	2026 Q3
15	SH	Planning	Specto Ultrasound for Transperineal Ultrasound	1	Quotation	1	2026 Q3
16	SH	Planning	Robotics tyromotion - Amadeo & Lexo	2	Tender	1	2026 Q4
17	All	Planning	Patient Hoist	30	Quotation	1	2026 Q3
18	SH	Planning	Echo machine (large) - Philips EPIQ	1	Quotation	1	2026 Q3
19	SH	Planning	Echo machine (small) - GE S70	1	Quotation	1	2026 Q3
20	All	Planning	Alaris PCU small screen	200	Quotation	1	2026 Q3
21	SH/F H	Planning	Pressure Relieving Mattresses	80	Quotation	1	2026 Q4
22	SH/F H	Planning	Activac Pump (wound care)	11	Quotation	1	2026 Q4
23	WTN	Planning	Mobile x-ray Optima 220 (WH134540)	1	Quotation	1	2026 Q4
24	SH	Planning	Isolettes	5	Quotation	1	2026 Q4
25	All	Planning	Bladder scanner BVI series	12	Quotation	1	2026 Q4
26	SH	Planning	SPY-Phi	1	Quotation	1	2026 Q4
27	FH	Planning	Mini C-arm	1	Quotation	1	2026 Q4
28	SH	Planning	OCT Imaging system	1	Quotation	1	2026 Q3
29	FH	Planning	PrimaFlex	1	Quotation	1	2026 Q4

30	WTN	Planning	Slit lamp	1	Quotation	1	2026 Q4
31	SH	Planning	Aplio 500	1	Quotation	1	2026 Q4
32	SH	Planning	Aplio 300	1	Quotation	1	2026 Q4
33	ALL	Planning	WA service hub	1	Quotation	1	2026 Q4
34	BM	Planning	Diathermy	3	Quotation	1	2026 Q4
35	All	Planning	Philips X 2	26	Quotation	1	2026 Q4
36	JK	Planning	ECHO US (WH147560) replacement	1	Quotation	1	2026 Q3
37	JK	Planning	New ECHO US	1	Quotation	1	2026 Q3
38	SH	Planning	Temporary pacemaker	5	Quotation	1	2026 Q4
39	BM	Planning	Enternox units	2	Quotation	1	2026 Q4
40	SH	Planning	Fibroscan	1	Quotation	1	2026 Q4
41	WTN	Planning	Mini C-arm	1	Quotation	1	2026 Q4
42	FH	Planning	Proctogram chair	1	Quotation	1	2026 Q4
43	SH	Planning	Senital node probe	1	Quotation	1	2026 Q4

Attachment 2 – WH Social Procurement Strategy 2025-28

The procurement activities outlined in the PAP will consider the spend category and procurement objectives as per the current WH Social Procurement Strategy.

Spend Categories

Category
Facilities Management
Drugs and Pharmaceuticals
Medical Equipment and accessories and supplies
ICT

Procurement Objectives

#	Social procurement objectives	Outcomes
1	<ul style="list-style-type: none"> Environmental Policy Environmental Program Waste Management Procedure Waste Minimisation, Segregation, Handling and Storage Procedure 	<ul style="list-style-type: none"> Sustainability Report Environmental Policy Environmental Road Map Procurement Sustainability Advisory Group (PSAG) to oversee initiatives
2	<ul style="list-style-type: none"> Clinical Management of Family Violence Procedure Health Equity Policy Equal Employment Opportunities Procedure 	<ul style="list-style-type: none"> Western Health's Best Experience: DEI Framework Western Health Aboriginal Health Cultural Safety Plan Western Health Aboriginal Health Roadmap
3	<ul style="list-style-type: none"> Procurement Policy Procurement: Tendering (Excludes Construction) Procurement: Request for Quotation (Excludes Construction) Contract Execution and Management 	<ul style="list-style-type: none"> Commitment that procurement of all goods and services delivers value for money considering environmental and social factors Tender Evaluation Criteria Parameters <ul style="list-style-type: none"> Social Procurement Environmental Management System Supplier Code of Conduct Contract Management activities that track supplier commitments
4.	<ul style="list-style-type: none"> Construction Procurement Framework Procurement: Tendering and Contracting for Construction Procurement Contract Execution and Management 	<ul style="list-style-type: none"> Tender Evaluation Criteria Parameters Social Procurement Environmental Management System Supplier Code of Conduct Contract Management activities that track supplier commitments