



Wingecarribee  
SHIRE COUNCIL

# Local Supplier Workshop November 2024

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Providing our Local Suppliers and Contractors with insights into how procurement works in Local Government with potential opportunities.

# House Keeping



Emergency



Questions



Restrooms



Timing



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# Acknowledgment of Country

*We would like to acknowledge the Traditional Custodians of this land and pay our respect to Elders both past and present.*

*We would also like to extend that respect to all Aboriginal and Torres Strait Islanders present here today.*



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# Agenda

## **Welcome**

- ***Introductions***
- ***Recap of May 2024 Procurement Workshop***
- ***Feedback from May 2024 Procurement Workshop***
- ***Establishing Meaningful Communications***
- ***Next Steps***
- ***Questions and Answers***



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# Introductions

**Pav Kuzmanovski** – Chief Financial Officer

**Deniz Kilic** – Executive Manager Strategic Outcomes

**Stephen Joss** – Deputy Chief Financial Officer

**Tracy Holland** – Coordinator Procurement and Contracts



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# Procurement Workshop 2024 - Recap

**Introductions and Overview of the Session**

**Opportunities and Notifications**

**To Bid or NOT Bid?**

**A Successful Response**

**Scenario**

**The Evaluation Process**

**Unsuccessful Responses**

**Q&A Session**



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## Resources

- LOCAL GOVERNMENT ACT 1993 - SECT 55 Requirements for tendering ([austlii.edu.au](http://austlii.edu.au))
- Local Government (General) Regulation 2021 - NSW Legislation

## Bid or No Bid?

Knowing, asking, and understanding the key questions before deciding to bid on a project. E.g.

- Eligibility and Criteria
- Understanding the requirement
- Competitive Position



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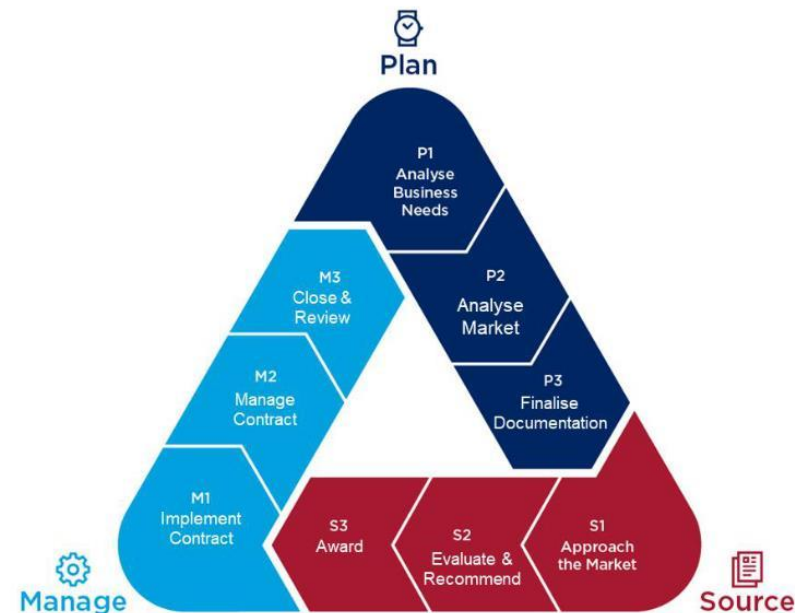


# The Procurement Process

Procure in 3 stages and 9 steps

Our best practice methodology consists of 3 broad stages: Plan, Source and Manage.

Each stage comprises 3 steps. The buyer guidance on this site is largely set out using this approach.



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## Successful and Unsuccessful Responses

Understanding the tender requirements is crucial. Take the time to read and comprehend all aspects of the tender document. And return all required documentation. It could mean the difference...

### Successful

- Understanding the Requirements
- Addressing Evaluation Criteria
- Showcasing Unique Selling Points
- Collaboration
- Demonstrating Financial Stability
- Complying with Formatting and Submission Requirements
- Ensuring All Addenda Have Been Understood

### Unsuccessful

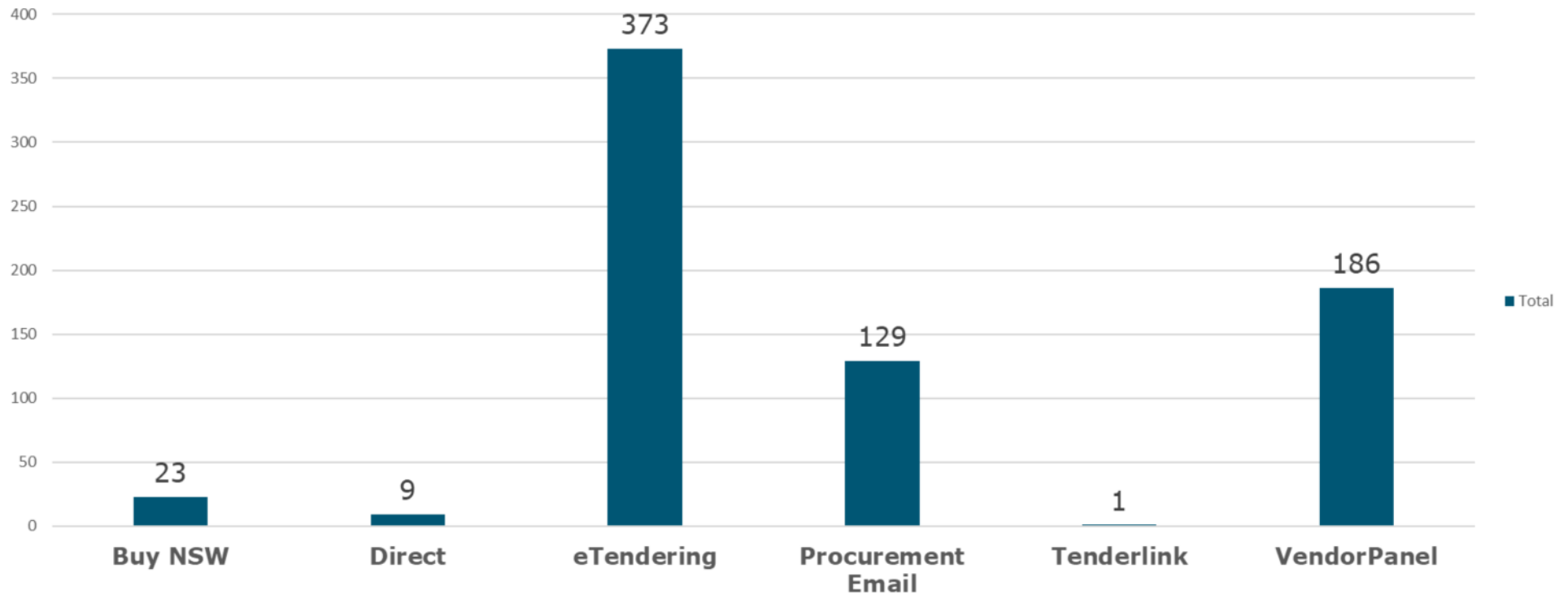
- Errors in returning documentation
- Incomplete documentation
- Late or day-of submissions
- Price too high or too low
- Not completing all schedules
- Not following submission
- Not addressing each criteria



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# Statistics.

## High Value Procurement Methods Last 12 Months



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# Feedback from May 2024 Workshop

We've listened to your  
feedback....

# Themes from May 2024 Workshop

- Probity concerns regarding pricing and criteria.
- Feedback from Council on unsuccessful quotes or tenders.
- Procurement Workshops on how to respond to tenders.
- Updating our internal procedures and documentation.
- Communications can be more proactive.



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# Keeping our community informed

- Keeping our website up to date and searchable.

## Tenders & Expressions of Interest | Wingecarribee Shire Council

- Results of Tenders visible on our website
- Upcoming events advertised on multiple platforms
  - Wingecarribee Facebook page, website and community pages
  - E-newsletter – Please don't forget to subscribe by clicking.



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# Continual Improvements in Procurement

## Completed improvements include:

- Streamlining our purchase order processes in our Finance System
- Updating our internal procedures and documentation
- Updated procurement training for staff on probity (annually).

## Works in Progress

- Understanding Tenders in Local Government on our website.
- Refining our procurement templates



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# Meaningful Communication



# The platforms we use



**WSC Council website** [Tenders & Expressions of Interest | Wingecarribee Shire Council \(nsw.gov.au\)](#)



**VendorPanel** [Access Public, Private Sector Contracts for Free | VendorPanel](#)



**Tenderlink** [illion TenderLink | Join Australasia's largest tender marketplace](#)



**State Government contracts** [Welcome to the Supplier Hub | buy.nsw](#)



**LGP** - [Contracts and Tenders Local Government Procurement \(lgp.org.au\)](#)



**Procurement Australia** [Suppliers - Procurement Australia \(paltd.com.au\)](#)



**NSW e-Tendering website** [eTendering - Local Councils \(nsw.gov.au\)](#)



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# Group Exercise 1

What barriers do you have in procuring with Council?



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## Group Exercise 2

How can Council best reach you if you want to know about a tender or quotation?



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# Next Steps

- **Email to all participants on the outcomes of this workshop (including this presentation).**
- **Draft Procurement Policy will be tabled to Council in February 2025 for public exhibition.**
- **May 2025 Procurement Workshop to discuss procurement opportunities for 2025/26 amongst other topics.**

# Questions and Answers



## Questions to the Group

- Would you benefit from a Procurement writing workshop?
- Would you like to know more about Procurement opportunities from State and Federal?



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# Questions from the Group

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