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>> **Tenders & Contracts WA**

The Government Procurement team has been working hard the last few months to implement two new systems, Tenders WA and Contracts WA, providing a new standard of service for agencies and suppliers.

Tenders WA

Tenders WA is the new central online information source on tenders and contracts for WA Government agency buyers and thousands of our suppliers. It has replaced Gem Tendering.

The new system provides an improved search capability over the old one, and allows suppliers to be notified when a relevant tender is posted. Key changes for government buyers include an increase in the size of documents that can be uploaded, increased capacity for agencies to handle the lodgement of tenders electronically.

The South Australian Government provided its tendering system for free and we have made a number of changes, including improvements to security levels for buyers and suppliers.

More than 300 agency staff will be trained on the new system by the end of April. A range of Quick Reference Guides are available to assist users get up to speed as soon as possible.

For more information visit www.tenders.wa.gov.au or email tendersoffice@dtf.wa.gov.au.

Contracts WA

The new Contracts WA site has replaced the Gem Buyers' Guide page. It is your one stop shop for all information on Common Use Arrangements (CUAs), related contract documents, product catalogues and eDecision aids.

Contracts WA lists CUAs alphabetically (rather than by category) and includes new search functionality, making it easier for buyers to find out what products and services are available, identify the relevant CUAs and suppliers, and purchase in accordance with the Buyers' Guides.

Check it out at www.contractswa.dtf.wa.gov.au. For more information, contact Government Procurement on (08) 9222 5555 or email gem@dtf.wa.gov.au

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>> **Agriculture and Food Leads the Way**

The State Government is encouraging agencies to increase the number of low value transactions made on their WA Government Purchasing Cards. The target was set at 60% of transactions under \$5000 to be paid by Purchasing Card in 2009, rising to 80% in 2010.

The Department of Agriculture and Food, is a clear leader in this field, achieving an outstanding 95.85% of all transactions under \$5,000 by Purchasing Card last year.

The total number of Purchasing Cards in use across Government rose by 3,400 to 13,855 in 2008 and transactions also rose to an impressive 607,109. This led to an increase the value of

card purchases, rising to over \$200 million.

Government Procurement has extended the Purchasing Card Services (CUA 5603P) with the National Australia Bank for a further six months to the 31 December 2009. A new CUA is being developed and will go to the market soon.

Further information can be found at the [DTF website](#). For help with all things Purchasing Card related, please phone our Contract Manager, John Lamb on 9222 5329.

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>> **ICT Services CUA**

A new CUA will replace the SPIRIT framework from September 2009, updating and streamlining procurement for the majority of the areas within the scope of SPIRIT.

Agencies will be able to source sub categories not transitioned to the ICT Services CUA with the help of DTF's ICT procurement specialists.

The changes to SPIRIT are being made to:

- Assist buyers to get to the market faster;
- Enable suppliers to respond to buyers quickly;
- Increase buyer flexibility at the low end of procurement risk; and
- Help suppliers to leverage their current SPIRIT status to transition to the new framework.

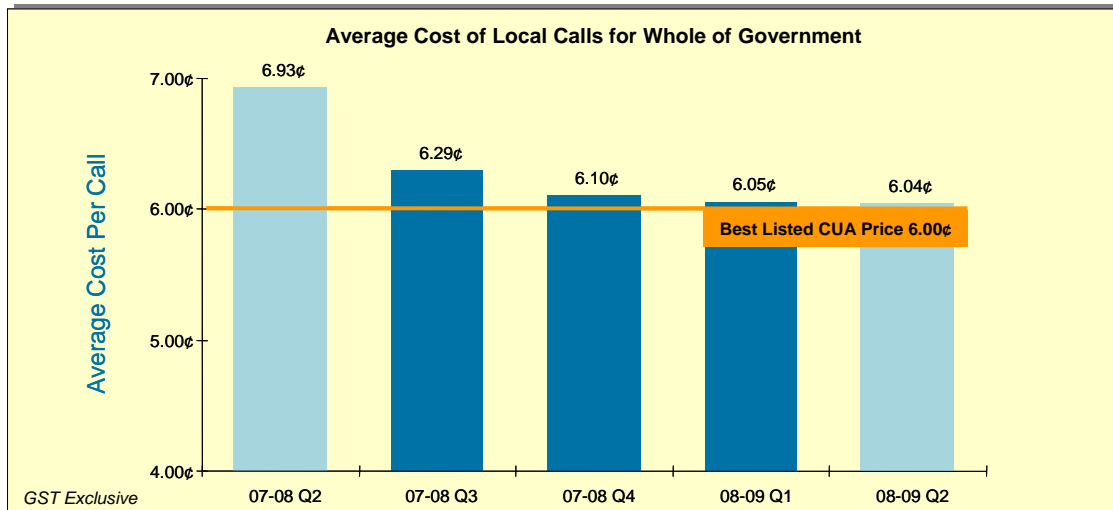
Consultation with buyers, suppliers and industry is currently taking place. For further details, contact Michelle Hurdle on 9222 5175 or email michelle.hurdle@dtf.wa.gov.au.

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>> **Telecommunications – The cost of making a call**

Average local call costs across whole of Government has decreased significantly over the past five quarters. How does your agency measure up?

October 2007 – December 2008



Agencies should aim to have call rates as close to or better than the best listed CUA price, which is currently at 6.00¢ per call.

If you receive services by a supplier not contracted by the CUA, make the move to one of the contracted suppliers, as it is likely you will save money. The advantage is that agencies can negotiate even further with contracted suppliers to achieve better terms.

The e-Decision aid tool is regularly updated; use this as a first port of call for information on new products and services within this CUA. Check out the [buyers guide](#) for more information.

If you have any spending in the B3 and B4 categories, you need to swap to the B1 and B2 categories, in line with government policy. Mary McFarland, the Contract Manager for this CUA, can help you. Contact her on (08) 9222 5241 or email Mary.McFarland@dtf.wa.gov.au.

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>> **Air Travel – Ticket Credits**

The Government Travel Guidelines (Premier's Circular 2007/01) limit the purchase of "full economy" / "fully refundable" airfares. Instead, the lowest priced available airfare should be purchased.

These lower cost airfares should have all the flexibility you require; however, there are no refunds. If you can't use a booked ticket, it can be placed in credit for use sometime within the next 12 months. Government agencies can build up credits quite quickly and should use their credits before they expire.

Skywest and Virgin Blue allow credited tickets to be allocated to another traveller. Qantas does not allow name changes, so you can't transfer a Qantas credit to another traveller (unless the person has left your agency).



The Government's travel contractor, Carlson Wagonlit Travel (CWT), provides a report for each agency that shows the ticket credits available.

Should you have any questions please contact Brad Larson on 9222 5421 or Megan Dare on 9222 5258.

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>> **Government Contracts Snapshot**

Here is a snapshot of the latest updates on Common Use Arrangements.

CUA Customer Surveys

We are about to start customer satisfaction surveys for the following CUAs: Metropolitan Courier Services, Gases, Training Courses, Audit Services and Financial Advice, Groceries, and HR services. These annual surveys are an important in helping us gauge how well the CUAs are meeting your needs. If you are contacted and are a user of the CUA in question, it would be great if you can give us feedback.



Extension of the Removalist Services CUA

The Removalists Services Common Use Arrangement provides a range of removalist related services from a panel of suppliers. The CUA has been recently reviewed and we have extended the contract for a further two years. The CUA will now expire in February 2011.

Should you have any questions about this CUA, contact Jen Hall on 9222 5160.



New Course on the Training Courses CUA

Agencies will soon be able to engage suppliers to deliver the 'Accountable and Ethical Decision Making in the Western Australian Public Sector' program developed by the Public Sector Commission. A panel of suppliers should be available under the Training Courses CUA before the end of this financial year. Information about the program is available at www.publicsector.wa.gov.au, or for details about the addition to the CUA, contact the Contract Manager Joseph Kufakwandi on 9222 5415.



Personal Computers and Notebooks

The current CUA is set to expire on 31 August 2009. A replacement CUA for PCs and Notebooks is due to be in place on 1 September 2009. The new contract is currently under development and early tender advice will be available from Tenders WA. For further information please contact the Contract Manager Frank Farrelly on 9222 5015.



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