

# **Procurement Policy**

October 2013

#### Commitment

QMCA will ensure government and private clients are aware of its members position in relation to:

- key procurement issues, and;
- development and implementation of industry appropriate solutions.

## **Objective**

To promote equitable, transparent and sustainable procurement processes that deliver value to clients and, at the same time, provide the opportunity for a fair return to QMCA members.

#### **Key Principles**

- 1. Early engagement with public and private clients and kindred Associations in relation to:
  - a. Selection of appropriate form of contract employed;
  - b. Reasonable reimbursement of tender costs where significant tender design work is required;
  - c. Equitable terms and conditions;
  - d. Minimising the cost of tendering to all parties;
  - e. Reasonable allocation of risk, and;
  - f. Selection of tenderers and shortlisting process.
- 2. Maintenance of relationships with public and private clients and kindred Associations to:
  - a. Provide early, timely input;
  - b. Provide feedback relevant to procurement experience of members, and;
  - c. Resolve differences as soon as practicable.
- 3. Intellectual property ("IP") rights are respected:
  - a. Probity of tendered information is upheld, and;
  - b. Surrender of IP is not a condition of tender unless reasonable reimbursement is provided by the client.
- 4. Regular, strong and effective advocacy to:
  - a. Government;
  - b. Private clients;
  - c. Kindred Associations, and;
  - d. Industry relevant organisations.

## Responsibilities

QMCA will devote specific resources to ensure its policy objectives are met. Specifically it will:

- Appoint a member of the Executive Board to champion relevant procurement matters;
- Form a sub-committee of members to canvass and formulate specific responses as required;
- Publish the Major Projects Report to inform industry and promote dialogue.