



What is an SOA?

QBuild uses its standing offer arrangements (SOA) to purchase more than 70% of its goods and services.

An SOA is a long term agreement of 2-3 years where the contractor/supplier agrees to provide services or goods at an agreed price and in accordance with agreed terms and conditions.



This is mutually beneficial:

- For QBuild – as it provides certainty of price, and it streamlines the ordering processes.
- For the contractor/supplier – as it provides increased access to repeat work, and it reduces the time and cost taken to submit quotes/tenders for each job.



SOAs are good news for those winning them and bad news for those who don't even know that SOAs are being tendered.

Make sure you know – check the QBuild website and talk to your local procurement manager.

Editorial

QBuild will have a central role in the implementation of the recently announced Nation Building and Jobs Plan.

This is a great opportunity for all of QBuild's registered contractors and suppliers to tender for more government work over the next few years. Our major focus will be on small scale building construction, building upgrades and building maintenance of schools and public housing across the State. As part of this program, we will be looking for contractors who are willing to work in regional Queensland, in particular west of the Dividing Range.

QBuild will be seeking to distribute the work to as many registered contractors as possible to maximise the opportunities for job creation across the State.

Keith Eaton
General Manager
QBuild

Queensland Government Marketplace

Did you know that the Queensland Government advertises all its public tenders electronically on the Queensland Government Marketplace www.qgm.qld.gov.au? This usually includes public tenders by your local council as well. Make sure that you:

- Bookmark this website as a favourite
- Get automatic alerts from the QGM
- Familiarise for easy scrolling
- Train your office team to monitor weekly
- Check winning tender prices

How we procure/purchase

QBuild procures its goods and services by:

- **Sole supply <\$2,500**
 - One quote only based on value for money.
- **Request for quote (RFQ) <\$250,000**
 - inviting written quotes from three registered contractors/suppliers
 - rotation of registered contractors/suppliers
 - inclusion of proven value for money performers.
- **Public tender >\$250,000**
 - advertising in media and QGM website
 - requiring prequalification (PQC) for building work.
- **Standing Offer Arrangement (SOA)**
 - long term preferred contractor/supplier
 - tendered every 2-3 years
 - all trades/services/goods.

Think safe, act safe

QBuild takes the safety of its own workforce and that of its contractors seriously and is committed to monitoring the implementation of its Workplace Health and Safety (WH&S) standards and procedures on all work sites.

Non-compliance of these standards and procedures can have the following consequences:

- contractors may lose their contract and registration with QBuild
- individuals may face prosecution and/or fines under the *WH&S Act 1995*
- the contracting company may face prosecution under the *WH&S Act 1995*.

To *Think safe, act safe* remains our focus and we welcome your support in complying with QBuild's Safety Management System to ensure that no injuries occur in the workplace.

Should you require any details on QBuild's WH&S standards and procedures, or documentation and forms, please do not hesitate to contact your local QBuild Health Safety and Environment Adviser or the Head Office WH&S unit on 3224 3751.



QBuild

Queensland Government
Department of Public Works

Your QBuild procurement management team

Regional Procurement Manager	Phone	Regional Procurement Manager	Phone
Head Office Michael Austin	3224 5059	Darling Downs Wendy Bulfin	4615 3564
Brisbane Metro Cliff Grove	3906 1958	Capricornia Deb Drochman	4938 4784
Brisbane City Kevin Gillespie	3235 9876	Whitsunday Krys Francis	4967 1037
South Coast Wayne Brilley	5583 1934	Burdekin Janette Warrington	4799 5407
Sunshine Coast Paul Singleton	5420 2002	Cape York Robyn White	4039 8658
Wide Bay Melissa Cruickshank	4121 1968	Far West Marilyn Parker	4747 2769

Supplier register – sunset provision

Every year QBuild registers thousands of contractors and suppliers, but unfortunately, many provide services or goods that QBuild may only require infrequently if at all.

In 2009, a 'sunset provision' will be applied to registration where contractors and suppliers who have not been invited to tender in the past two years will be sent a notice stating that their registration will lapse unless they re-register.

Upcoming contracts

Region	Goods/Service	Estimated date for tenders
State-wide	Supply and delivery of hardware	Mar 09
State-wide	Supply, delivery and installation of permanent fencing	Jun 09
Brisbane Metro, Darling Downs and Cape York	Supply/install insect and security screens	Feb 09
Wide Bay	Gutter cleaning	Apr 09

View all upcoming contracts on the Procurement Tender Schedule at:

http://www.qbuild.qld.gov.au/00_downloads/procurement_tender_schedule.pdf

Profile



Deb Drochmann is the Regional Procurement Manager for the Capricornia Region.

Like most procurement people I fell into the field and it wasn't until I joined QBuild 10 years ago that it became my primary focus. I began as a Purchasing Officer and have progressed to my current role as the Acting Group Procurement Leader for the Northern Group.

Being an important part of all aspects of our business makes the acquisition of goods and services relevant and interesting. There is never a dull moment in procurement and I enjoy seeing the physical evidence of QBuild's positive influence in the community.

Business relationship surveys

Each year, QBuild monitors its business relationship with you via a supplier survey. The results are analysed and used to make improvements to our processes, staff training, documentation and general communication to you.

The 2008 survey was included in the October edition of the Working with QBuild eBulletin. Thank you to all who completed the survey and provided comments, and suggestions for improvements. These comments and suggestions have been sent on to respective Regional Procurement Managers for actioning.

SURVEY QUESTIONS	RATING (out of 5)
Being registered with QBuild is important to my work	4.4
QBuild tendering processes are simple to understand	3.9
QBuild staff provide clear advice and assistance	4.1
QBuild staff respond in a timely manner	4.1
QBuild is fair and reasonable in its business dealings	4.1
QBuild competently manages its contracts with me	4.0
QBuild understands how to do business with its suppliers	4.0
QBuild understands my business capability	3.7
Overall Rating	4.032



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