



COUNCIL POLICY
Administration

1.2.9

Title:	1.2.9 PRE-QUALIFIED SUPPLIERS POLICY
Adopted:	18 September 2019
Reviewed:	Biennially (last reviewed 14 December 2022)
Associated Legislation:	Local Government Act 1995 Local Government (Functions and General) Regulations 1996
Associated Documents:	Purchasing Procedure Code of Conduct
Review Responsibility:	Finance and Administration Manager
Delegation:	N/A

Objective:

The Shire will consider establishing a Panel for purchasing activity when all of the following factors apply:

- It determines that a range of similar goods or services are required to be purchased on a continuing and regular basis;
- The purchases are considered vital, but of low value, and may be needed prior to a purchase order being completed;
- There are numerous potential suppliers in the local and regional procurement-related market sector(s) that offer 'value for money';
- The purchasing activity under the intended Panel is considered to be of a low risk;
- The Panel will streamline and improve procurement processes; and
- It has the capacity to establish, manage the risks and achieve the benefits expected of the proposed Panel.

Policy Statement:

The Shire is committed to developing and operating efficient, effective, economical and sustainable procedures for the procurement of all goods and services and adopting a value for money approach, which allows the best possible procurement outcome to be achieved.

The application of this policy is to be in conjunction with the Shire of Mingenew Code of Conduct and in compliance with the Shire's Purchasing Policy.