



National Procurement Network

best value for Local Government

NPN1.23

Trucks, Buses, Specialised Trucks, Bodies & Trailers

Acknowledgement of Country

In the spirit of reconciliation, the National Procurement Network acknowledges the Traditional Custodians of the land, respecting the lands and waters that give us life; into which the songlines, stories, ancestors, and dreaming's of Aboriginal and Torres Strait Islander peoples are woven.

We pay respect to all First Nations people and Elders past, present, and emerging.



Welcome to the NPN!



As a valued prequalified NPN Supplier, we hope that after the conclusion of today's Supplier Welcome Session, you will have a full understanding of the following:

- ✓ Who is the NPN
- ✓ The benefits of being an NPN Prequalified Supplier
- ✓ Reporting and contractual obligations
- ✓ Marketing your business
- ✓ Understanding the NPN opportunity

Participating NPN Members



Who is the NPN?

Local Government Procurement is costly, time consuming and must comply with the Local Government Regulations. Councils need to manage fraud and corruption risks and must also comply with the relevant states Audit Office standards.

Councils were asking for help with procurement, which is why the Local Government Associations established procurement organisations. The profits from the NPN members are returned each year to their LGA's and invested back into local government services.

The NPN members help Council meet legislative, reputation and compliance needs, simplifying the process by connecting councils to pre-qualified suppliers, big and small. This saves time and money and reduces councils' need to tender, advertise and prepare contracts.

Why do councils use NPN Arrangements?

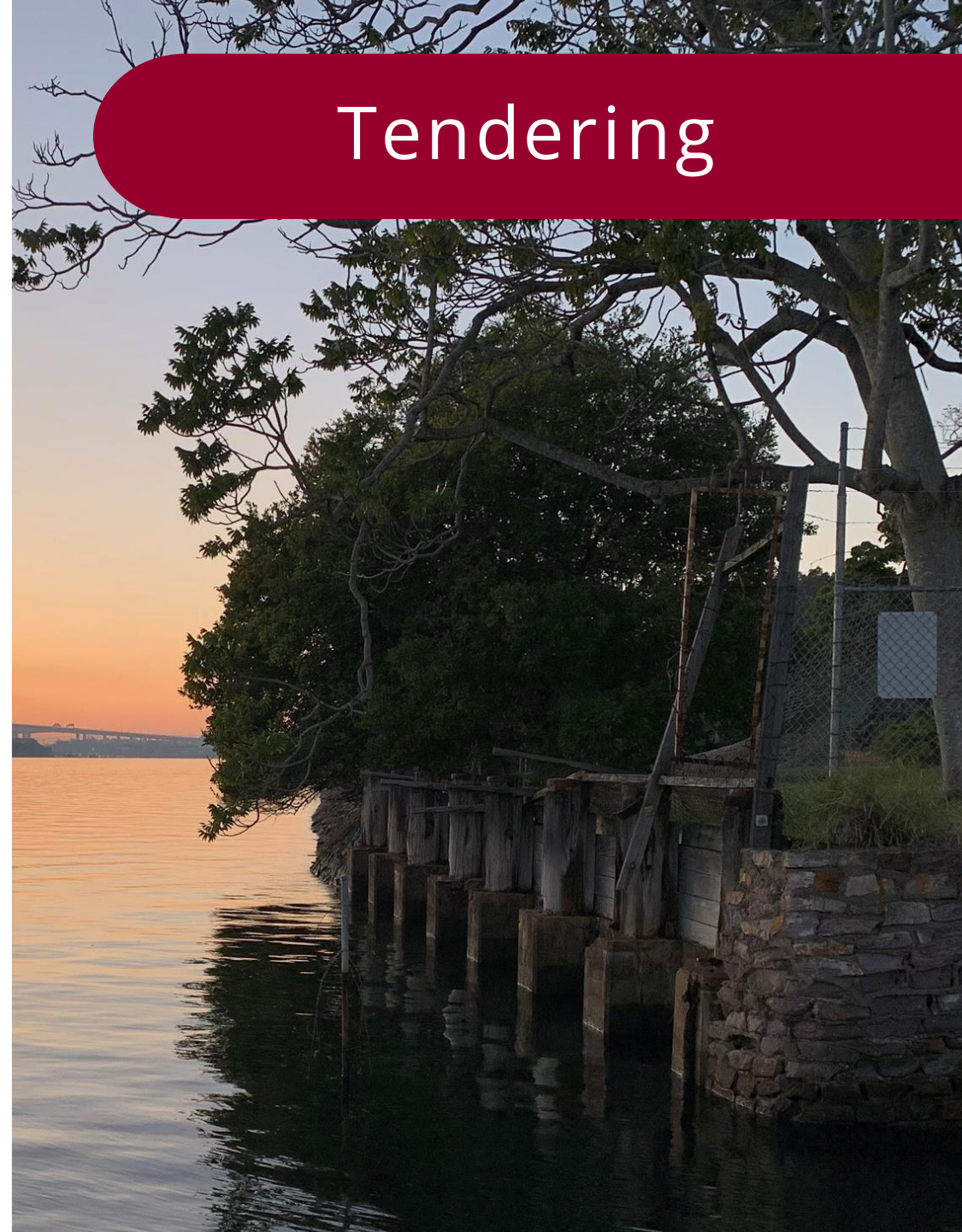
- ✓ The NPN simplifies Local Government Procurement.
- ✓ Significantly reduces time and resources in complying with Local Government Procurement Regulations.
- ✓ The LGA's have formed over 50 Pre-Qualified Supplier Arrangements, tailored to Local Government needs.
- ✓ Councils can procure through an NPN arrangement to directly request quotes from our suppliers, rather than going to tender themselves.
- ✓ NPN Arrangements have pre-agreed terms and conditions for each arrangement that are ready to go.



Tendering is a long and arduous process for both councils and suppliers!

- ✓ Preparation of Tender Documentation & Contracts.
- ✓ Open for at least 21 days, in some LG areas this can be up to 28 days.
- ✓ All Tenders must be evaluated. Many responses may be received.
- ✓ A risk that the preferred tenderer may be from outside the council area.
- ✓ The cost of tendering is around \$20,000 per tender for Local Government and \$5,000 for suppliers to respond.

Tendering



NPN Arrangements

The NPN allows councils to engage with suppliers over the Procurement Thresholds without performing Tenders or Requests for Quotes within Queensland, Northern Territory, NSW, Victoria, South Australia and Tasmania.

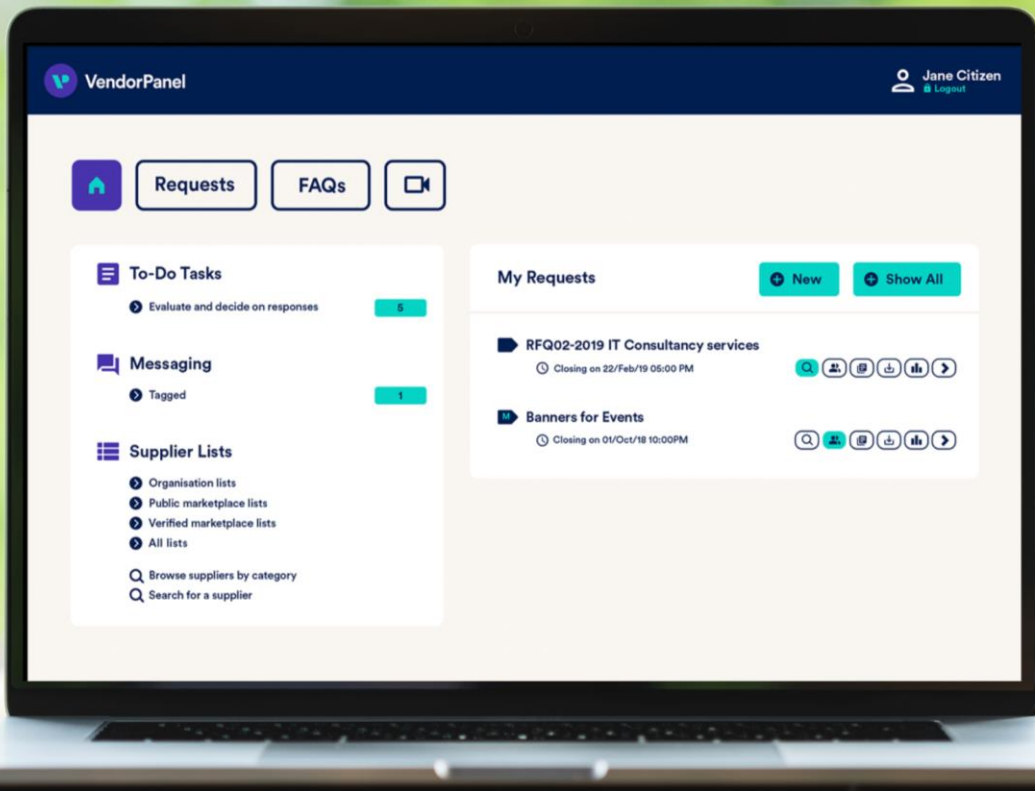
This is why over a billion dollars per year is procured through various NPN/LGA Arrangements.



Maximise your Business Opportunity

The NPN uses an online Procurement System called VendorPanel.

Councils can use this system to issue Requests for Quote for projects in their Local Government Area. The system also stores the licensing information and insurance details that you supplied when you responded to the tender to become NPN pre-qualified.



VendorPanel




How our councils and other approved purchasers engage you?

As a supplier registered in VendorPanel you will have the ability to:

- ➔ Promote and manage your business profile
- ➔ Respond to requests
- ➔ Ask questions of buyers
- ➔ Submit quotes (RFQs)
- ➔ Receive notifications for RFQ's and if you have been successful!

Remember: You can also be engaged through a NPN Arrangement outside of VendorPanel!



Don't miss out on opportunities by not checking VendorPanel!

Your Vendor Panel Business Profile

How to stand out in the crowd!

- ✓ Describe the products and services you offer
- ✓ Has your business received any awards?
- ✓ Add your customer's testimonials
- ✓ Keep your contact details up to date

Know your Customer



Subscribe



Follow



Research

NPN Fees



The NPN charges suppliers a small Contract Management Fee (CMF) as a percentage (1.5%) of the invoiced sales exc. GST made via the NPN1.23 Arrangement.



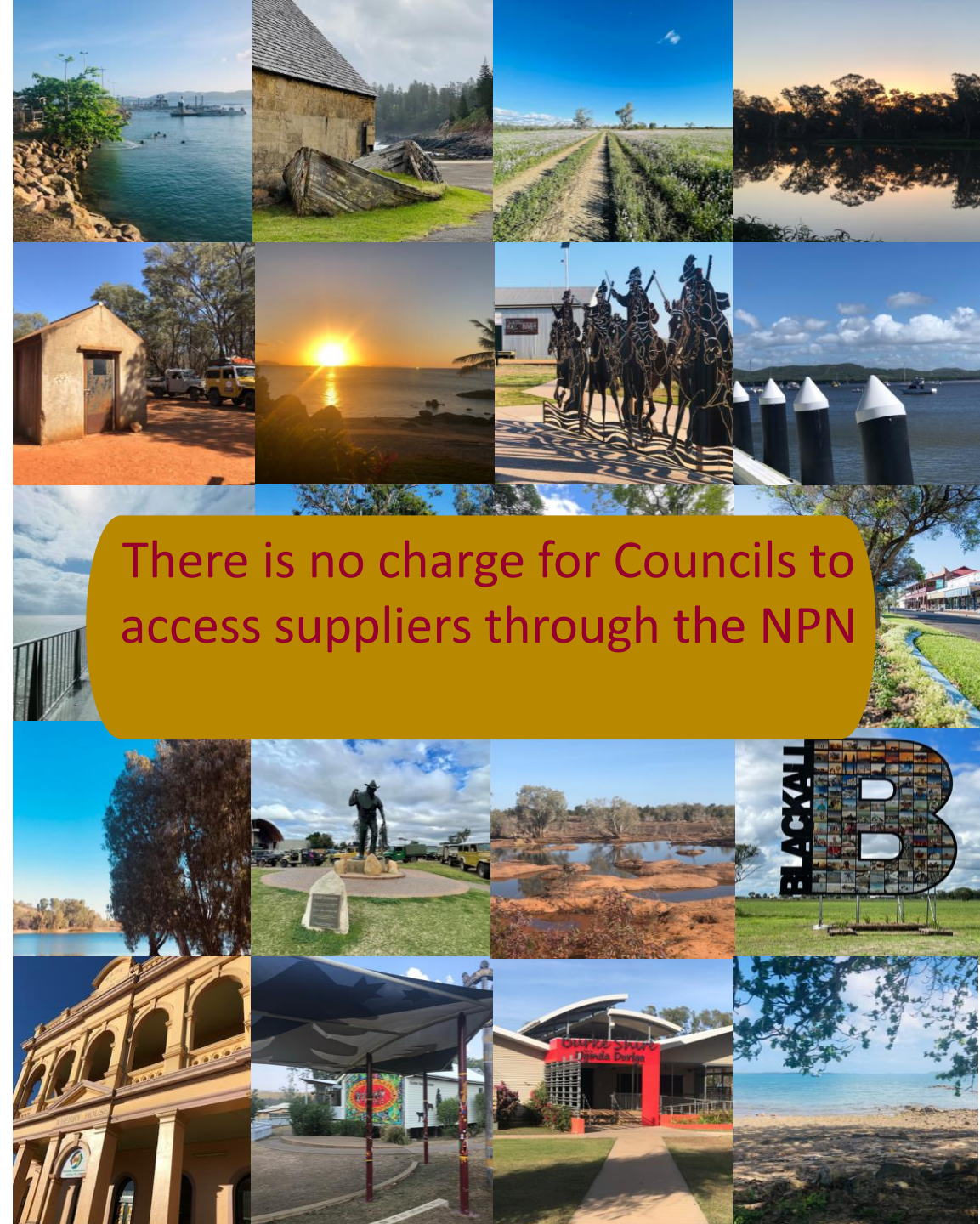
There is also an annual Verification Fee payable of \$1000 plus GST for suppliers.



You can factor these charge into your work, but you must not charge it as a line item within your invoice.



Many of our suppliers find that the rebate charged is a negligible cost as it gives them a competitive advantage and reduces the amount of administration required in responding to council tenders.



There is no charge for Councils to access suppliers through the NPN

Monthly Reporting

As an NPN Supplier, we require you to complete a Monthly Sales Return

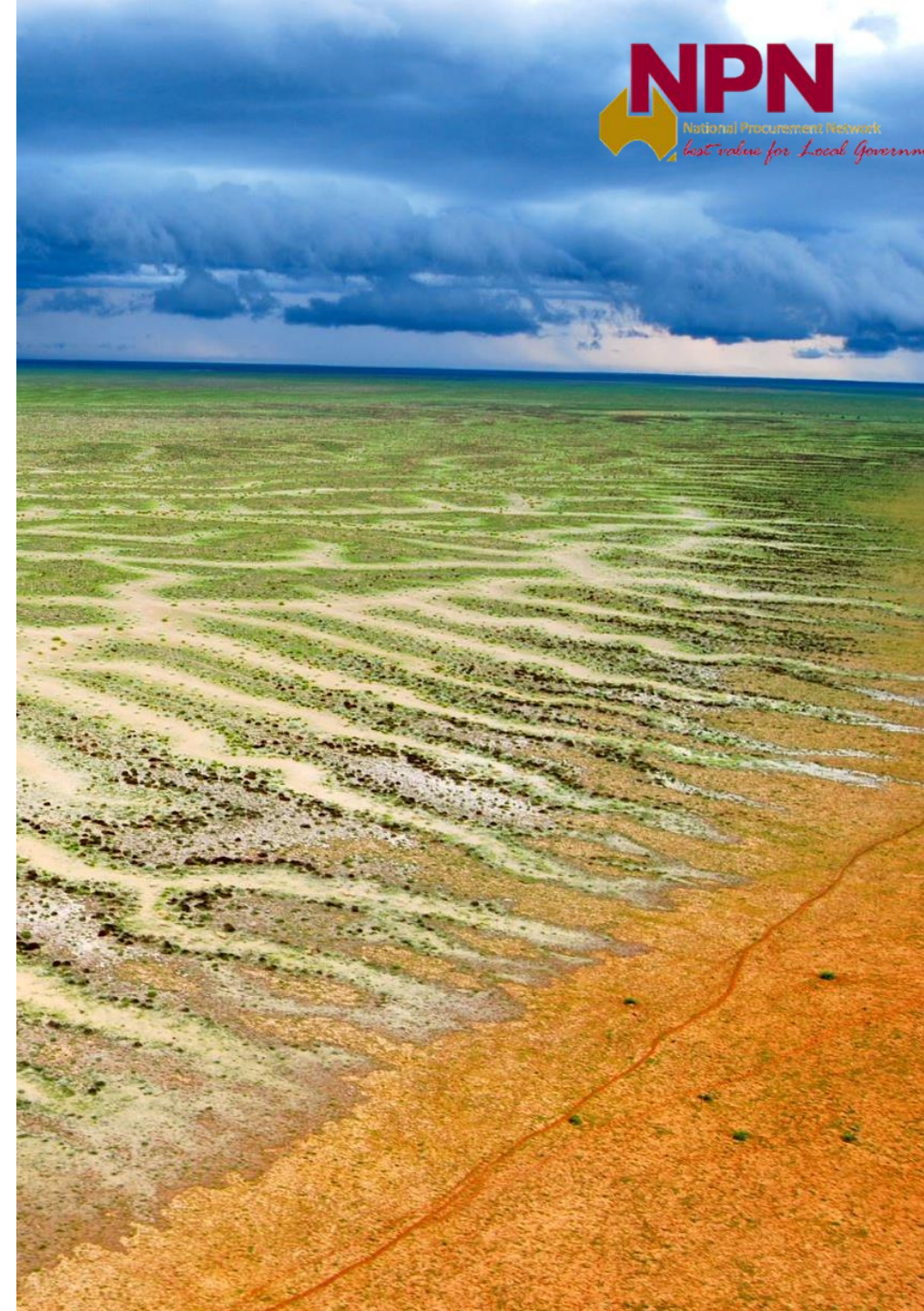
You must report any sales invoiced through the NPN Arrangement during that month. The NPN monthly reporting portal is found on the Local Buy website home page.

For Tasmania Council sales these are reported directly to LGAT via the Supplier Self Reporting (SSR) tool in Vendor Panel.

If you have not had any work invoiced, you are required to submit a \$NIL value.

The NPN members have an audit program that is undertaken throughout the year that matches reporting with the information provided by purchasers.

If you require any assistance with your monthly reporting, please contact finance@localbuy.net.au



Next steps

Verification Fee Payment:

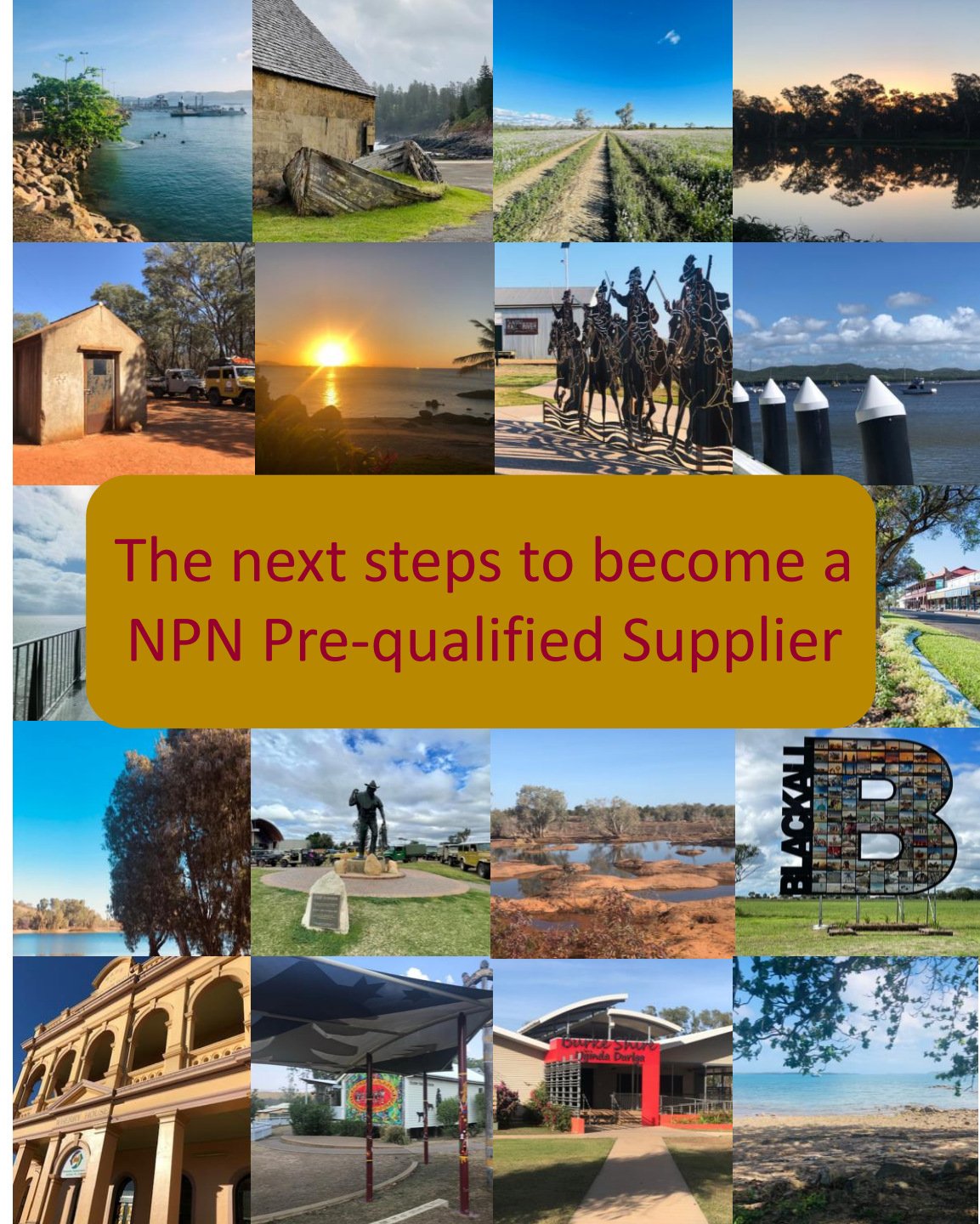
The \$1000 verification fee payment is due within 30 days of the invoice issuance.

VendorPanel Registration:

You must complete your VendorPanel registration.

VendorPanel Compliance:

This includes uploading all required certificates of currency as outlined in the Header Agreement.



The next steps to become a
NPN Pre-qualified Supplier

Checklist to getting started

- ✓ Check that your VendorPanel business profile best represents you and is up to date with all your current details.
- ✓ Consider adding colleagues to VendorPanel so that opportunities are not missed if your key contact is on leave.
- ✓ Ensure you regularly log into VendorPanel to review RFQs and if you do not wish to respond, please indicate so in the system.
- ✓ VendorPanel has a range of short videos outlining how to use the system.
- ✓ Add the NPN/LGA Prequalified logo to your proposals, sales materials, business cards, email signature, and website.
- ✓ Understand your Reporting obligations, and report monthly.
- ✓ Create an internal system to track your work with council for your monthly reporting and auditing - know who will be submitting the reporting each month.



We would love your feedback



If you have time today, we would appreciate it if you completed our short online feedback form.

This assists us in understanding how we can continue to provide the best experience possible.



Scan me

or visit: <https://www.surveymonkey.com/r/DVFPM2H>

Question & Answers



Scan me



If you have any questions about the NPN Arrangement or how you can benefit, please ask our friendly team now.

Or reach out to our team anytime.



Question & Answers

CATEGORY MANAGER & PARTNER



Shane Grimstone

If you have any questions about how our Arrangements work or how you can benefit, please ask our friendly team now.

Or reach out to our team anytime.

