

**Local Regional Procurement Policy**  
CSE Consulting Queensland  
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Prepared by:



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# Local Regional Procurement Policy

## 1. Purpose

The purpose of this policy is to promote and support local regional procurement within Queensland, Australia, by ensuring that procurement activities give preference to local suppliers, thereby supporting the regional economy and fostering sustainable development.

## 2. Scope

This policy applies to all procurement activities conducted by CSE Consulting Queensland within Queensland. It covers the acquisition of goods, services, and works, including contracts, tenders, and other purchasing activities.

## 3. Definitions

- 🔗 **Local Supplier:** A business or service provider that is based in or operates primarily within Queensland.
- 🔗 **Regional Procurement:** The process of acquiring goods, services, or works from local suppliers within Queensland.
- 🔗 **Value for Money:** Achieving the best possible outcome for the expenditure, considering cost, quality, sustainability, and impact on the local economy.

## 4. Objectives

- 🔗 Promote economic growth and employment in Queensland by supporting local businesses.
- 🔗 Ensure procurement processes are transparent, fair, and provide equal opportunities for local suppliers.
- 🔗 Achieve value for money while considering the broader impact on the community and environment.

## 5. Roles and Responsibilities

### 5.1 Procurement Manager

- 🔗 Ensures adherence to this policy and integrates local regional procurement into procurement planning and activities.
- 🔗 Develops and maintains relationships with local suppliers.



## 5.2 Procurement Officers

- ↻ Conduct procurement activities in line with this policy.
- ↻ Evaluate and give preference to local suppliers during the procurement process.

## 5.3 Department Heads

- ↻ Ensure their departments consider local suppliers in their procurement decisions.
- ↻ Promote awareness of the benefits of local regional procurement.

## 5.4 Suppliers

- ↻ Understand and comply with the requirements of this policy when engaging in business with CSE Consulting Queensland.

# 6. Procurement Procedures

## 6.1 Planning

- ↻ Identify opportunities for local procurement during the planning stages of procurement activities.
- ↻ Assess the capability and capacity of local suppliers to meet the requirements.

## 6.2 Market Engagement

- ↻ Actively seek and encourage participation from local suppliers through market research, advertising, and supplier forums.
- ↻ Provide clear and accessible information to local suppliers about procurement opportunities and requirements.

## 6.3 Supplier Selection

- ↻ Give preference to local suppliers, provided they can deliver value for money and meet the required standards.
- ↻ Include criteria in evaluation processes that consider the economic, social, and environmental benefits of sourcing locally.

## 6.4 Contracting

- ↻ Ensure contracts with local suppliers include fair terms and conditions.
- ↻ Support local suppliers in understanding and meeting contractual requirements.



## 6.5 Performance Monitoring

- ↻ Regularly review the performance of local suppliers to ensure they meet quality, delivery, and compliance standards.
- ↻ Provide feedback and support to help local suppliers improve and grow their capabilities.

## 7. Sustainable and Ethical Procurement

- ↻ Prioritize suppliers who demonstrate sustainable practices and social responsibility.
- ↻ Ensure procurement activities do not harm the environment and support the well-being of the local community.

## 8. Compliance and Reporting

- ↻ Ensure compliance with all relevant local, state, and federal procurement laws and regulations.
- ↻ Report on procurement activities and outcomes, highlighting the proportion of procurement spend with local suppliers.

## 9. Review and Improvement

- ↻ This policy will be reviewed annually to ensure it remains effective and aligned with organizational and regional goals.
- ↻ Solicit feedback from stakeholders and local suppliers to continuously improve procurement practices.

## 10. Contact Information

For more information or to discuss local regional procurement opportunities, contact the CSE Consulting Queensland.