# **Procurement Activity Plan**

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| **Victoria Legal Aid** | | | | |  | |  | |  | | |  |  |  |
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| **No.** | **Procurement name and description (include a brief description of conditions of participation and any limitation of the number of participating suppliers if known)** | | | | **Estimated contract duration** | | **Group/  business unit** | | **Procurement contact details**  **(including address for obtaining relevant documents)** | | | **Market Approach\*** | **Estimated date for market approach and tender submissions (including address for tender submissions if known)** | **Nature\*** |
| VLA-0098 | Distribution service | | | | 5 Years | | Corporate | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | | RFT/RFQ/ITS (selective) | Sept 2022 | Service |
| VLA-0110 | Corporate Services Modernisation | | | | 3 Months | | Corporate | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | | RFT/RFQ/ITS (selective) | Sept 2022 | Service |
| VLA-0105 | Website - Self-help tool | | | | 3 Months | | Corporate | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | | RFT/RFQ/ITS (selective) | Oct 2022 | Service |
| VLA-0097 | Client Experience Survey | | | | 1 Year | | Research and Evaluation | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | | RFT/RFQ/ITS (selective) | Oct 2022 | Service |
| VLA-0106 | Summary Crime Remand Review | | | | 3 Months | | Summary Crime Program | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | | RFT/RFQ/ITS (selective) | Oct 2022 | Service |
| VLA-0080 | Org Design Services | | | | 3 Months | | LPCJAE | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | | RFT/RFQ/ITS (SPC) | Oct 2022 | Service |
| TBA | Wireless network upgrade | | | | 3 Years | | DTT | | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | RFT/RFQ/ITS (SPC) | Nov 2022 | Goods & Service |
| TBA | Core switch upgrade | | | | 3 Years | | DTT | | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | RFT/RFQ/ITS (SPC) | Nov 2022 | Goods & Service |
| VLA-0099 | Multifunction Devices and Printers | | | | 5 Years | | DTT | | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | RFT/RFQ/ITS (SPC) | Nov 2022 | Goods & Service |
| TBA | Mobile Voice Data Services | | | | 5 Years | | DTT | | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | RFT/RFQ/ITS (SPC) | Jan 2023 | Service |
| TBA | Microsoft Enterprise Agreement | | | | 5 Years | | DTT | | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | TBA | Feb 2023 | Goods |
| TBA | Digital dictation solution | | | | 1 Year | | DTT | | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | RFT/RFQ/ITS (selective) | Feb 2022 | Goods |
| TBA | Regional Switch upgrade | | | | 3 Years | | DTT | | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | RFT/RFQ/ITS (SPC) | Mar 2022 | Goods & Service |
| TBA | Power BI Enterprise License | | | | 3 Year | | Reporting | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | | RFT/RFQ/ITS (selective) | March 2023 | Goods |
| TBA | Internal Audit | | | | 5 Years | | Corporate | | Dan Murray - Procurement and Contracts Lead  Dan.murray@vla.vic.gov.au | | | RFT/RFQ/ITS (SPC) | Aug 2023 | Service |

\* **Select from options:**

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| Methodology used to derive estimated contract value | Market Approach | Nature | Status |
| * Historical spend | * Construction Services Register | * Goods | * Not started |
| * Market analysis | * EOI (public) | * Services | * New |
| * Published pricing | * Panel/register (non-SPC) | * Construction |  |
| * Forecast usage/price | * RFP (public) |  |  |
|  | * RFP (selective) |  |  |
|  | * RFT/RFQ/ITS (SPC) |  |  |
|  | * RFT/RFQ/ITS (public) |  |  |
|  | * RFT/RFQ/ITS (selective) |  |  |