



## 3.1 Guiding principles - Procurement

### Scope

These guiding principles provide assistance to Special Purpose Vehicles (SPV) for developing procurement practices.

### Purchasing policy

SPVs should endeavour to comply with the spirit and the principles of the *Queensland State Purchasing Policy* (the Policy). This document is available at [www.qgm.qld.gov.au](http://www.qgm.qld.gov.au).

SPVs should have a corporate procurement management plan that: aims to achieve value for money; advances the priorities of the shareholder; and ensures probity and accountability. A template for a corporate procurement plan is provided in 3\_2\_T Corporate Procurement Plan.

In keeping with the principles of the Policy, SPVs should ensure that competitive local business and industry is given a full, fair and reasonable opportunity to resource them accordingly.

### Value for money

For SPVs, value for money should account for:

- non-cost factors such as fitness for purpose, quality, service and support
- cost-related factors including whole-of-life costs and transaction costs associated with the acquisition, use, holding, maintenance and disposal of the good or service.

### Protecting best interests

The priorities of the shareholder are provided in the shareholder agreement. Information for the shareholder agreement is provided in 1\_3\_IS Shareholder Agreement. An SPV should implement procurement practices that protect the respective interests of the parties to this agreement. To enable this, staff should fully understand the SPV's obligations and responsibilities regarding the commitment of SPV funds for acquiring goods and services.

### Probity and accountability

An SPV should conduct all procurement activities transparently and accountably, and should align its procurement practices to its instrument of delegations. Guiding principles and a template for delegations is provided in 1\_11\_GP Delegations and 1\_12\_T Delegations Structure respectively.

SPVs should regularly review the effectiveness of their corporate procurement practices, which may include the implementation of an audit process.

### More information

For more information, please visit [www.dip.qld.gov.au](http://www.dip.qld.gov.au) or email. [SPV@dip.qld.gov.au](mailto:SPV@dip.qld.gov.au).