

## OUR VISION

Enhancing the procurement outcomes for councils by fostering collaboration, increasing efficiency, and achieving better value for money.



## GOALS

- To provide councils with overall value for money and supply certainty
- Working with councils to ensure we meet their procurement needs and address their priorities



# PROCUREMENT SERVICES

Co-Lab Procurement Services offers a wide range of strategic and innovative procurement efficiencies to councils.

It covers all aspects from identifying needs and tendering, to contract completion, and working with multiple councils to jointly procure goods, services, or works.

Co-Lab has a procurement principles, policy and framework that aligns with the NZ Government's procurement framework.

These are:

- plan and manage for great results,
- be fair to all suppliers,
- get the right supplier,
- get the best deal for everyone, and
- play by the rules.

## WHAT WE DO.

Our key procurement services include:

- 1. Procurement Support:** Offering in-council procurement support and advice to councils needing extra capacity or capability. We develop plans and strategies to identify the best approaches, including single or multi-stage tender processes like registrations of interest, requests for quotes, or requests for proposals.
- 2. Joint procurement:** Facilitating the procurement of goods and services for councils. We engage with councils to understand their needs, then with the market to explore offerings. We develop strategies, manage tender and evaluation processes, and allow councils to opt into joint procurements that meet their requirements.
- 3. Contract Management:** Managing a portfolio of joint contracts with suppliers, allowing councils to opt-in as needed. These contracts leverage collective scale, reduce duplication, and ensure consistent processes.
- 4. Panels:** Operating two panels, the Professional Services Panel (PSP), our most significant joint procurement arrangement, and the Legal Services Panel, to provide specialised procurement support in these areas.

## WHICH COUNCILS ARE INVOLVED?



## KEY FEATURES.

- Managing and reporting on contracts and supplier performance
- Increasing attractiveness of councils as a buyer
- Aligning councils' needs to market capability and capacity
- Simplifying and streamlining business interactions for both councils and the marketplace

## KEY BENEFITS.

- **Cost Savings:** Lower prices due to bulk purchasing and better negotiation leverage
- **Efficiency:** Reduced administrative workload
- **Innovation:** Access to innovative products and services that may be unaffordable or unavailable individually
- **Compliance:** Easier compliance with regulations and standards through shared best practices
- **Expertise:** Access to a broader pool of procurement expertise and knowledge, and wider engagement within the marketplace

## A SHORT HISTORY.

Co-Lab Procurement started life in 2014 with the PSP, our most significant joint procurement arrangement.

Over time, we've expanded significantly to provide comprehensive procurement services, including strategy development and tender management, and introduced specialised panels for professional and legal services, streamlined processes, and grown our portfolio and management of joint contracts.

**If you're interested in joining a Panel, discussing a shared contract opportunity or accessing procurement support, either ongoing or for a specific project, contact us for more information.**



## WANT TO KNOW MORE? CONTACT ME:



**Natalie Allam**

General Manager Service Delivery

E: [natalie.allam@colabsolutions.govt.nz](mailto:natalie.allam@colabsolutions.govt.nz)

P: 027 624 8114