

**Geelong Cemeteries Trust - Procurement Activity Plan 2022/23**

No.	Procurement name	The opportunity including list and description of goods and services (with estimated quantities if known)	Special requirements	Estimated contract duration	Estimated invitation to supply release date	Market approach (ITS/RFO/RFT/EOI/SPC, open/selective)	Comments	Point of contact
1	Supply of Concrete Lined Graves (CLG)	Supply and delivery of 38 Concrete Lined Graves to Geelong Eastern Cemetery.	Concrete Lined Graves to be specific sizes to match existing graves and allow for monument to be erected .	1 day	N/A	RFO from targeted short list of prequalified export suppliers	Supplier has been appointed.	Chief Procurement Officer procurement@gct.net.au
2	Stage 4 construction of 105 crypt Mausoleum building. GCT to owner build and source suppliers for separate construction components.	Materials and construction for: Concrete works - footings, floor and crypts. Steel works - Roof frame, door and window frames. Roofing works - supply and install plywood roof base and clad with copper. Electrical Works Plumbing Works Stone works - supply and install blue stone flooring, granite crypt shutters and edge trim.	Suppliers must have knowledge and experience in mausolea construction.	12 - 18 months construction	Nov-22	RFT for concrete, roof and stone works from targeted short list of prequalified expert providers. RFO for other works from preferred suppliers.		Chief Procurement Officer procurement@gct.net.au
3	Road Construction (Stage 3) at Bellarine Memorial Park.	Excavate approx. 800 LM of road to 6mt wide and cart spoil within site. Supply of Limestone road base to continue with Stage 3 of existing roads.		2 days	Nov-22	RFO from preferred suppliers.		Chief Procurement Officer procurement@gct.net.au
4	Hearse Entrance - Geelong Memorial Park.	Construction of 300 LM crushed rock roadway 6mt wide, ready for spray seal.		2 weeks	Nov-22	RFO from preferred suppliers.		Chief Procurement Officer procurement@gct.net.au
5	Road Sealing - Flinders Memorial Park	Asphalting of Stage 1 roads.	25mm Size 10 Type N Asphalt	3 days	Feb-23	RFO from preferred suppliers.		Chief Procurement Officer procurement@gct.net.au
6	Retention Basin Construction - Flinders Memorial Park.	Construct retention bason and associated drainage.	As per design requirements supplied by PM Design Group.	2 weeks	Mar-23	RFO from preferred suppliers.		Chief Procurement Officer procurement@gct.net.au
7	Cleaning Services	Professional cleaning services to provide cleaning to offices, crematorium chapel and function room and public toilets at various sites.		3 years + 2 years	Nov-22	RFT		Chief Procurement Officer procurement@gct.net.au