



## Is your procurement Goods and Services or Construction?

Please use this questionnaire to determine whether your proposed procurement is goods and services or construction.

When determining if your procurement is goods and services or construction:

- You will first need to establish if your project involves construction work and then determine which aspects of the procurement fall within the project.
- It is important that you read and consider all steps prior to determining the type of procurement.

If, after considering all of the following steps you are still uncertain, you should contact the Board for advice.

STEP	YES / NO	OUTCOME
<b>1. Does the project involve any of the following:</b>  (a) the whole or part of the work of construction, erecting, underpinning, altering, repairing, improving, adding or demolishing a building; and/or  (b) the whole or part of the work of excavating or filling a site for the work in paragraph (a) above; and/or  (c) the on-site construction, alteration, repair or improvement of a swimming pool or spa; and/or  (d) paving; and/or  (e) fencing (excluding post and wire fencing); and/or  (f) the whole or part of the work of excavating or filling of land, but which is not building work as described in (a) to (e) above?	Yes	<i>Proceed to Step 2.</i>
	No	This project is not a prescribed construction project. Follow the State Procurement Board's policies and guidelines.
<b>2. Does the project "primarily involve" construction?</b> i.e. Is the majority of the project construction based.	Yes	<i>Proceed to Step 3.</i>
	No	The project to procure services involves incidental construction work. This is considered a procurement operation. Follow the State Procurement Board's policies and guidelines.

**You have determined that your project "primarily involves construction" for the purposes of the *State Procurement Act 2004*. It is now necessary to establish which aspects (if any) of this project form part of a "prescribed construction project" and are excluded from the State Procurement Board's consideration.**



STEP	YES / NO	OUTCOME
<b>3. Does the project include the acquisition of goods and services for the ongoing maintenance of a building or structure?</b>	Yes	These aspects are excluded from the construction project and are to be treated separately. They may be subject to the SPB policies and guidelines or may form part of the Across Government Facilities Management Contract.  You will need to deduct the value of these aspects from the total value of the construction project.
	No	<i>Proceed to Step 4.</i>
<b>4. Does the project include the following components:</b> <ul style="list-style-type: none"><li>the acquisition and installation of fixtures, plant, equipment, appliances and fittings <u>in conjunction with the construction work</u>; and</li><li>the acquisition of survey, planning, design and other services <u>in conjunction with the construction work</u>.</li></ul>	Yes	If fixtures, plant equipment, appliances and fittings are stand alone items that are not reliant on the construction element of the project, then they should be dealt with separately under the State Procurement Board Policies and Guidelines.  If the items are part of the construction project then they are to be included when calculating the total value of your procurement.  <i>Proceed to Step 5.</i>
	No	<i>Proceed to Step 5.</i>
<b>5. Does the cost of the project (with the above mentioned components in step 3 and 4 added or subtracted) exceed \$165,000 (GST inclusive)<sup>1</sup>?</b>	Yes	Prescribed construction projects of a cost exceeding \$165,000 (GST inclusive) do not require the Board's consideration.  Refer to Premier and Cabinet Circular PC028 and Project Implementation Process.
	No	This is a construction project which is required to comply with <u>State Procurement Board Policies and Guidelines</u> .

<sup>1</sup> The State Procurement Board is only responsible for construction projects up to this value. This value aligns with the Government's *Construction Procurement Policy: Project Implementation Process*. See section 5 of the *State Procurement Regulations 2005* for further information.