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Dear Title

IMPLEMENTATION OF IPRO SOLUTIONS CONTRACTOR PREQUALIFICATION SYSTEM

Greater Shepparton City Council is implementing the Ipro Solutions "Ipro LiVe" contractor prequalification system, as part of the ongoing modernisation of Council's risk management and records systems. The Ipro LiVe will change/reduce Council's tender process, and any consultants and contractors that wish to continue to do business with Council will need to prequalify before submitting tender documents.

Ipro LiVe is a web based system. Consultants and contractors login to Council's portal on the Ipro LiVe website (www.iprolive.com), register as a new user and upload the required information in order to "pre-qualify" for Council works.

Access to the portal can be gained by going to Council's website at www.iprolive.com/shepparton.htm.

This system is currently in use by a number of Local Government and other organisations within Victoria. It is also supported by the Municipal Association of Victorian and the Civil Contractors Federation of Victoria.

The advantages for consultants and contractors are:

- saves time by removing the need to repeatedly provide the same details of insurances, OH&S and quality assurance documentation and licenses etc. when tendering for Council works
- different levels of prequalification depending on capabilities of contractor
- one fee covers all Victorian Councils and any of up to nine other organisations that use the Ipro LiVe system. These other organisations are nominated by the contractor
- provides a system of automatic notification to the contractor when insurances, licenses etc. fall due for renewal
- relatively low fee structure (\$275/year for contractors with five or less staff, and \$550/year for contractors with six or more staff).

Council intends to have the Ipro LiVe system operational during the first quarter of the 2010/2011 financial year.

Although consultants and contractors can register with Ipro LiVe at any time, Council is encouraging contractors to prequalify sooner rather than later so that when lodging tenders businesses will respond "The prequalification criteria has been completed".

Council is hosting an information session for consultants and contractors from 5.00pm - 7.00pm on Wednesday 7 July 2010 at the Eastbank Centre. Refreshments will be provided.

The main objectives of the information session are to brief consultants and contractors about the Ipro LiVe contractor prequalification system and to provide an update on the Council works that are scheduled for the 2010/2011 financial year.

You are invited to attend and you are welcome to bring along your administration staff who may be administering the Ipro LiVe system in the future.

For more information about the system, or the information session please contact Council's Procurement Adviser, Mr Gerrard Milham on 5832 9584.

Yours sincerely

Phil Pearce
CHIEF EXECUTIVE OFFICER

Encl: Invitation to the information briefing to be held on the evening of Wednesday 07 July 2010 at the Eastbank Centre, Welsford Street Shepparton.

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