

Treasurer's Instruction No	1105
Title	Goods and Services procurement valued at \$50 000 or less (excluding GST)
Effective date	1 December 2014
Objective and Background	Provides instruction on the procurement process agencies must follow for goods and/or services valued at \$50 000 or less (excluding GST).
Version Number	9

Black letter (or bold) items within these Instructions are mandatory and other plain font items are instructional or for the purpose of providing guidance only.

- (1) **This Instruction applies to the procurement of goods and services and is to be read in conjunction with other Instructions relating to goods and services which are contained in the 1100 series of the Treasurer's Instructions.**

Further information on goods and services procurement, including a definition of "goods and services", can be located on the [Purchasing website - Buying for Government](http://www.purchasing.tas.gov.au) (www.purchasing.tas.gov.au).

For information on building and construction and roads and bridges procurement, refer to the 1200 series of the Treasurer's Instructions.

- (2) **Quotation processes for purchases of goods and services, leases or rentals of equipment valued at \$50 000 or less (excluding GST) are at the discretion of agencies.**

Agencies are required to weigh the value of the purchase and the cost of seeking quotations against the need to ensure value for money and that the other government procurement principles contained in Instruction 1101, including those relating to enhancing opportunities for local businesses, have been observed.

Further information on obtaining quotations can be located on the [Purchasing website - Buying for Government](http://www.purchasing.tas.gov.au).

CONFIDENTIALITY IN THE PROCUREMENT PROCESS AND IN RELATION TO CONTRACTS

Agencies should refer to Instructions 1124 and 1401.