

Schedule 1 Restricted Procurement Activities

(1) Refer to the [Procurement Policy](#)

Unit	Procurement Responsibilities
DVC (Research)	Ionising radiation equipment and sources
Office of Estate and Commercial	<p>Cleaning services</p> <p>Construction and associated plant and equipment</p> <p>Essential services such as water and electricity supplies</p> <p>Furniture and fittings related to construction and fit-out activities</p> <p>Maintenance services</p> <p>Office relocation and removal</p> <p>Security Services where any building and construction works will be required</p>
Information Technology & Digital Services	<p>Computing and networking services including 'cloud' or hosted services either internally or externally provided</p> <p>Computing hardware including servers, PCs, tablets and telephones (fixed or mobile), including leased items</p> <p>Office Printers</p> <p>Photocopier services and hardware</p> <p>Security Services involving IT systems and software e.g. CCTV (noting Capital Works and Facilities is responsible where any building and construction works will be required)</p> <p>Software licenses excluding low value items from managed application stores (e.g. iTunes Store)</p> <p>Software development services from external providers or the engagement of temporary/consulting staff to develop software</p> <p>Teaching Technology and Audio Visual Equipment (e.g. projectors, room sound enhancement, microphones and recording equipment, smartboards etc.)</p> <p>All services provided by telecommunications providers including telephony and data services</p>

Library	Library access serial and journal subscriptions Library collection
VP(F&R) Division	Insurance Office consumables Travel services Vehicle purchases
Office of Legal Counsel	Legal services
Marketing and Communications	Print services Advertising for University marketing Media services Photography services

Schedule 1 of the University [Procurement Policy](#) – September 2019