- 'Bidder' means the party offering to enter into a legally binding contract with another party.
- **'Bona fide sole source of supply'** means a situation where it has been clearly established that only one supplier can supply the requirement. This can be established either through a periodic test of the market or consultation with appropriate industry bodies, manufacturers and other sources of expertise.
- **'Buyers' Guide'** means the document outlining the rules of access and buying in relation to common use arrangements or agency specific panel contracts.
- **'Community Services Procurement Review Committee'** means the administrative, advisory committee established to review high value, high-risk procurement processes undertaken to enter into a contracting arrangement to purchase a community service from a not-for-profit organisation (in accordance with the requirements of the *Delivering Community Services in Partnership Policy*).
- **'Contract management plan'** means a plan containing all the pertinent information about how the contract is to be managed and which identifies and addresses all relevant issues through the life of the contract.
- **'Covered procurement'** means a procurement of goods or services with an estimated total contract value at or above the monetary value stated in