

Information Sheet

Doing Business with the Government

This information sheet provides an outline and contacts for responding to opportunities for supplying goods and services to the Federal, Provincial and Municipal levels of government.

Federal Government

Organization	Website	Contact Information
<p>Public Works and Government Services Canada (PWGSC)</p> <p><i>Information about government purchasing, practices and procedures.</i></p> <p><i>Opportunities</i></p> <p><i>Free seminars to learn how to do business with the government.</i></p>	<p>www.buyandsell.gc.ca</p> <p>www.buyandsell.gc.ca/tenders</p> <p>www.buyandsell.gc.ca</p>	<p>1-800-811-1148</p>

Public Works and Government Services Canada buys goods and services using the following methods:

- Contracts
- Standing offers and supply arrangements

Various databases allow contracting officers to purchase professional services/goods by using:

1. Supplier Registration Information System (SRI)
2. ProServices (related to information technology purchasing)
3. SELECT (for construction, engineering, architectural, maintenance and consulting services)

Procurement Business Number (PBN)

PBN number is mandatory to do business with the Federal government. It is based on the registrant Canada Revenue Agency (CRA) business number and uniquely identifies the business in the procurement and payment systems. See: <https://buyandsell.gc.ca>

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Provincial Government

Organization	Website	Contact Information
<p>Supply Chain Ontario</p> <p>Ministry of Government and Consumer Services</p> <p><i>Develops and implements the procurement strategy.</i></p> <p><i>Frequently Asked Questions (FAQ's)</i></p>	<p>www.ontario.ca/supplychain</p> <p>www.doingbusiness.mqs.gov.on.ca</p>	<p>doingbusiness@ontario.ca</p>

Accessing bidding information:

Contracts valued over \$25,000 for goods and over \$100,000 for services must use open tendering system, which are advertised by the Ontario government. All ministries use BravoSolution, www.ontario.ca/tenders as their designated tendering system. It is also advertised in a national newspaper available to Canadian suppliers or the Daily Commercial News for construction related procurements.

Suppliers are also given the opportunity to become Vendors of Record (VOR), joining a list of vendors approved to offer specific goods or services to ministries for a defined period, with terms, conditions and pricing as set out in the particular VOR agreement. Like any other major procurement opportunity, VOR arrangements are established through a Request for Bid (RFB), distributed through www.ontario.ca/tenders.

Municipal Government

Organization	Website	Contact Information
<p>City of Toronto</p> <p>Purchasing and Materials Management Division of Finance Department</p> <p><i>Ensures City of Toronto gets best value for contracts.</i></p> <p><i>Frequently Asked Questions (FAQ's).</i></p>	<p>www.toronto.ca</p>	<p>Customer Service:</p> <p>Monday - Friday (8:30am – 4:30pm)</p> <p>Tel: 416-392-7353</p> <p>Email: citybids@toronto.ca</p>

Opportunities are available for vendors with commodities under Goods & Services, Professional Services and Construction Services.

Goods & Services, Professional Services, and Construction Services call documents are available at the City of Toronto Online Call Document System: www.toronto.ca

All call documents are available for purchase and pick-up at Toronto City Hall, 100 Queen St. W., 19th Floor, West Tower.

Documents can be purchased online and downloaded from your computer, and paid by credit card: <http://goo.gl/JbVO4t>

Rev. Feb. 18, 2016

Toronto City Hall
100 Queen St. West, Main Floor
416-392-6646

North York Civic Centre
5100 Yonge St., Main Floor
416-395-7434

Scarborough Civic Centre
150 Borough Drive, Main Floor
416-396-7169

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