

# Procurement Assistance Canada

[Canada.ca/PAC](https://Canada.ca/PAC)

Helping assist and guide businesses in their federal procurement journey

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# Procurement Assistance Canada



Procurement Assistance Canada can help Canadian Businesses to better understand and navigate the procurement process so you can get “bid ready”. **Contact us to learn about:**

- **How the government buys** goods and services;
- **How to sell** to the federal government;
- **How to find** opportunities;
- **How to use** online services.



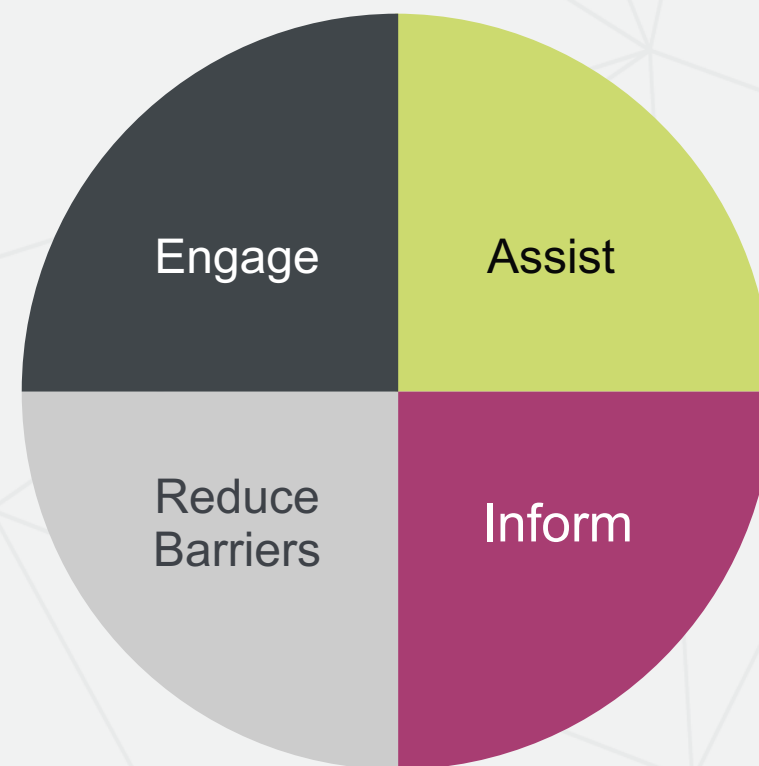
**We do that by:**

- **Working to eliminate systemic barriers** that impact smaller and diverse businesses;
- **Advocating for smaller and diverse businesses** among government buyers and policy-makers;
- **Improving tools and processes** towards more equitable access to federal contracting opportunities.



**Our regional network of offices across Canada offer:**

- **Seminars** on the steps involved in selling goods and services to the federal government;
- **Workshops** with detailed and practical advice for navigating the procurement process;
- **One-on-one assistance** to provide personalized support for your business needs.



# How much does the government buy?

- Government of Canada is one of the largest buyers of goods and services in Canada
- The government spent approximately \$23B annually on goods, services, construction and maintenance projects from 2017 to 2020
- Awards over 500K contracts and processes close to 2M credit card transactions each year

# Myths

- The government doesn't buy from smaller businesses
- I'm too small to sell to the government
- The government doesn't buy from businesses like mine
- The government doesn't buy what I sell
- Government procurement is difficult and time consuming
- Government procurement is centralized

# Contracting with the Government of Canada

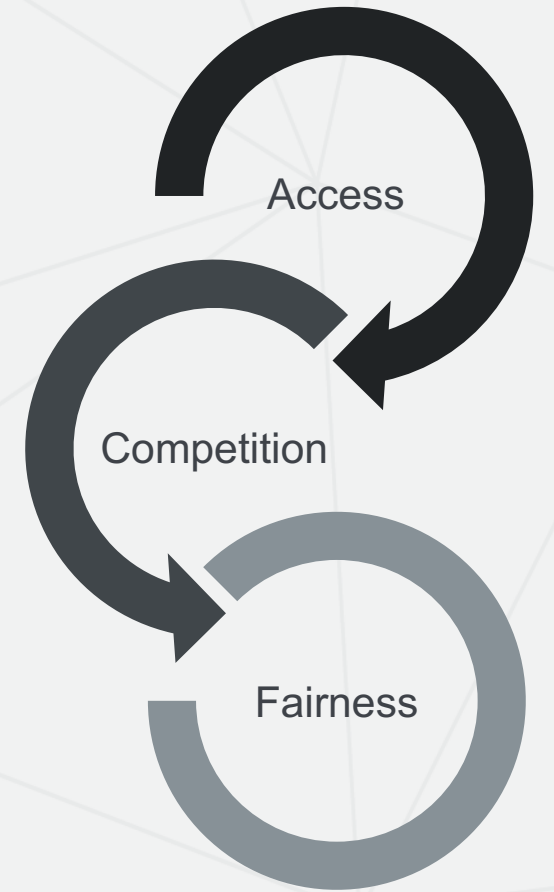
- Public Services and Procurement Canada (PSPC) is the main procurement arm of the federal government.
- It is important that all procurement activities be conducted in an open, fair and transparent manner, and that all suppliers have an equal chance at doing business with us.
- Federal laws and regulations as well as Treasury Board of Canada policies guide the Government of Canada's procurement process.

# Understanding the process: Competitive procurement

- Procurement over \$25,000 for goods and \$40,000 for services awarded through the solicitation of bids and quotes from potential suppliers
- Variety of methods
- Tender notice indicates how the government intends to buy the good or service

# Low dollar value procurement

- Majority of low dollar contracts are awarded using a competitive process
- Non-competitive approaches can be used
- Goal: best value for Canadians while enhancing access, competition and fairness to businesses
- Suppliers may be identified through networks, research, federal supplier registration systems





# Figure out if selling to the government is right for you

- Via [BuyAndSell.gc.ca](https://buyandsell.gc.ca)
- Find out if the Government buys what you sell:
  - Search your competitors
  - Search for goods and services that you sell

If you find those, the Government could be a potential client for you.





# Delegated purchasing authorities within the Government of Canada

Goods up to \$25,000

Services up to  
\$2,000,000 and  
Construction Projects  
up to \$400,000

For procurements over these levels,  
departments and agencies work with PSPC

# Requests for Information (RFI)

Requests for Information (RFI) are an opportunity for businesses to help shape the requirements for procurement and provide input into the procurement process.

The screenshot shows the Buyandsell.gc.ca website interface. At the top, there is a header with the Government of Canada logo and navigation links. Below this is a blue banner with the Buyandsell.gc.ca logo and a red maple leaf. The main navigation bar includes links for 'For Businesses', 'For Government', 'Goods and Services', 'Applications', and 'Procurement Data'. The breadcrumb trail indicates the current path: Home > Procurement Data > Search > Tender Notice > Active > Letter of Interest (LOI)/Request for Information (RFI).

The search results page displays a search bar with the text 'Enter terms' and a 'Search' button. Below the search bar, there are filter selections: 'X Tender Notice', 'X Letter of Interest (LOI)/Request for Information (RFI)', and 'X Active'. A 'Reset' button is also present. The results are sorted by 'Relevancy', with options for 'Publication date', 'Award date', and 'Amendment date'.

The search results show a single item: 'The Canadian Free Trade Agreement entered into force on July 1, 2017'. Below this, there is a message: 'Did not find what you're looking for? Search all Government of Canada websites'. The results are showing items 1 through 10 of 86.

There are also links for 'Get notifications for this search result' and 'Follow Opportunities page'. A section titled 'Printing Logbooks and Combined Forms for Fisheries and Oceans Canada (F5211-130006)' is also visible, with a link to the tender notice: 'https://buyandsell.gc.ca/procurement-data/tender-notice/PW-13-00538668'.

Field	Value
Publishing status	Active
Publication date	2013-11-14
Amendment date	2017-02-06
Date closing	2017-12-29 14:00 Atlantic Standard Time (AST)
GSIN description	N3610: Printing, Duplicating and Bookbinding Equipment

# Collaborative procurement

- Most provinces and territories have signed an agreement with PSPC to use standing offers or supply arrangements to procure goods and services for the public sector.
- Commodities include office supplies, environmental paper, tires, and approximately 90 other goods.
- Benefits for suppliers:
  - Expand your market: Easier to sell to multiple levels of government
  - Streamlined approach: Higher potential value and scope for each opportunity
  - Easier and faster bid preparation
- For more information and to view the list of commodities available, visit [Canada.ca/buying-together](https://Canada.ca/buying-together)

# Social Procurement at Public Services and Procurement Canada (PSPC)

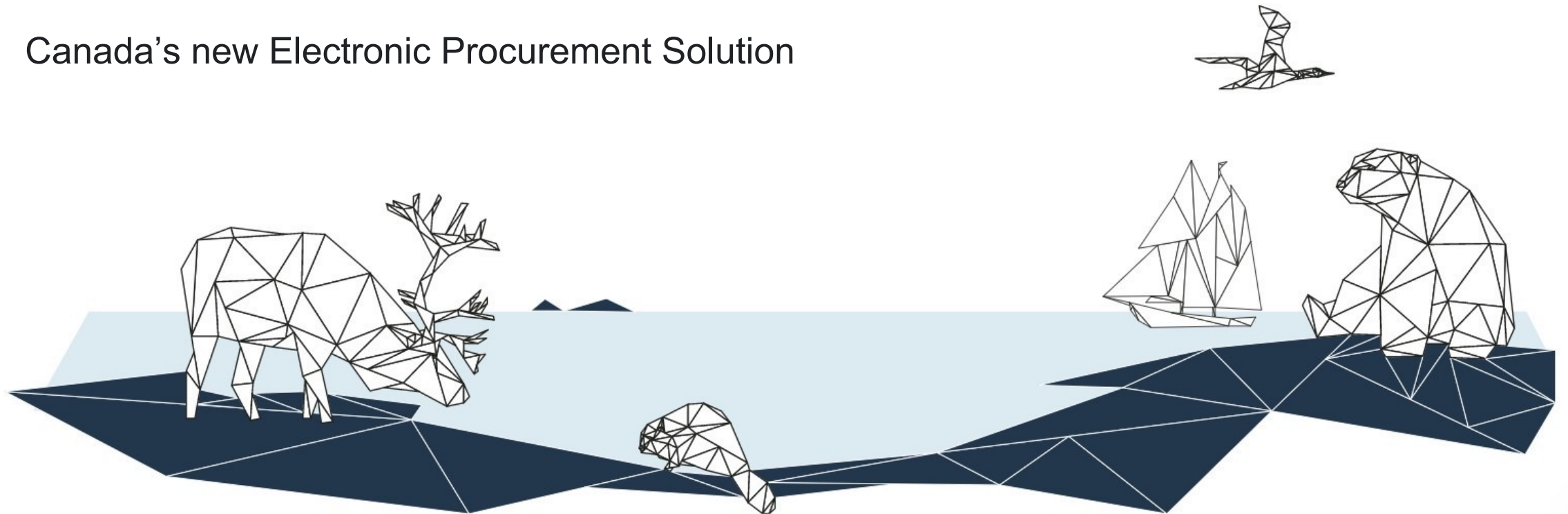
- The Government of Canada is committed to increasing the diversity of its supply chain.
- PSPC is supporting this commitment by leveraging its purchasing power and influence to reduce barriers to participation of diverse communities in government procurement.
- Modernization and diversification of federal procurement is expected to improve the socio-economic outcomes post COVID-19 and assist with the economic recovery.

# Some examples of Circularity in Federal Procurement

- Recycled content requirements in the office paper standing offer
- Piloting of sustainable packaging - standard language in procurements
- GCSurplus or GCtransfer operations
- End of life considerations of the life-cycle for the embodied carbon
- Employing circular principles through the sustainable decommission of Government of Canada offices in the National Capital Region
- Electronic Procurement Solution – [Canadabuy.ca](https://canadabuy.ca)

# CanadaBuys

Canada's new Electronic Procurement Solution



Public Services and  
Procurement Canada

Services publics et  
Approvisionnement Canada

Canada

# Modernizing Procurement Practices

**A new online procurement tool that will enable a transformation**



Simpler, less administratively burdensome



Encourage greater competition



Include practices that support the Government's socio-economic and environmental objectives





# Registration is now OPEN!

## Getting Started

- [Register for an Account](#)

We encourage registration in advance



### Call us

Call our dedicated helpline Monday to Friday 7 am to 7 pm EST.



### Email us

Email our Service Desk with your questions.



### Chat with us

A Service Desk agent is ready to assist you Monday to Friday 7 am to 7 pm EST.



### Resources

Find helpful how-to articles and info in our resource centre.

[canadabuys.canada.ca/en/contact-support](https://canadabuys.canada.ca/en/contact-support)

1-888-247-4016

Monday to Friday 7 am to 7 pm EST



## Next steps

- Download the [Getting started selling to the Government of Canada](#) reference sheet
- Consult the [PAC Service Guide](#) to see how we can help
- Request a callback

[Canada.ca/PAC](https://Canada.ca/PAC)

# PAC Services

- **Seminars** to help you register your business and find opportunities
- **One-on-one meetings** to provide more personalized support for your business
- **InfoLine** 1-800 number for questions related to procurement or the [BuyAndSell.gc.ca](http://BuyAndSell.gc.ca) website

[Canada.ca/PAC](http://Canada.ca/PAC)

# PAC Ontario Region - Seminars

- Doing Business with the Government of Canada
  - 1<sup>st</sup> Wednesday of the month – 10:00 AM to 12:00 PM
- Bidding on Opportunities
  - 2<sup>nd</sup> Wednesday of the month – 10:00 AM to 12:00 PM
- Supplying Professional Services to the Government of Canada
  - 3<sup>rd</sup> Wednesday of the month – 10:00 AM to 12:00 PM
- Obtaining Security Clearance
  - 4<sup>th</sup> Wednesday of the month – 1:00 PM to 3:00 PM

One-on-One sessions (on-line) offered every week for seminars 1-3 for 30 minutes at 1:00, 2:00 and 3:00 pm  
on the topic of the week **OR** on-demand by calling 1-800-668-5378 or email [tpsgc.pasacontario-appacontario.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.pasacontario-appacontario.pwgsc@tpsgc-pwgsc.gc.ca)  
to book an appointment



Questions?