

TD Canada Trust Small Business Banking Webinar August 18, 2009

How To Do Business With The Government of Canada

ADMINISTRATIVE	
<p>Q - Is it possible to find out if we already have a contract number with PWGSC?</p> <p>Q - What is your 1-800 number?</p> <p>Q - Where is the place for the seminar please?</p> <p>Q - Thank you for this opportunity, do you have mentorship programs on doing business with the Government of Canada too?</p> <p>Q - Where to get more info?</p> <p>Q - What is the single best source for up to date information on government purchasing?</p> <p>Q - What are some easily accessible direct resources that I can contact for general questions or help with Request For Proposal (RFP) materials?</p> <p>Q – It's been a while since I registered and I don't remember my Supplier Registration Information (SRI) number. How can I find out what it is?</p> <p>Q - If the preset categories in the SRI system do not reflect our services, how can we have appropriate categories added?</p> <p>Q - Is it better to deal with the local offices of SME rather than the National Office?</p> <p>Q - Will government officials from the OSME actually assist SMEs in qualifying on standing offers?</p>	<p>A - The single best source for up to date information on federal government purchasing is the Business Access Canada (BAC) website. The BAC site is a key component of the Office of Small and Medium Enterprises (OSME) of Public Works and Government Services Canada (PWGSC). This site was created to improve supplier and buyer awareness of federal business opportunities and of the Government of Canada procurement system. The site also simplifies access to Government procurement information. To access this site visit: http://www.contractsCanada.gc.ca or contact our National Hotline at 1-800-811-1148. To locate a regional office where you may be located please visit, http://www.contractsCanada.gc.ca/en/ccic-e.htm</p> <p>For seminars on Helping small and medium enterprises do business with the Government of Canada please use the following link to find out where they are being held in your region, http://www.contractsCanada.gc.ca/en/sem-e.htm</p> <p>OSME staff will provide SMEs with assistance in navigating the procurement process. This including providing tips and advice on submitting bids. Information on writing better proposals is available on the Business Access Canada website. Please visit: http://contractsCanada.gc.ca/en/writin-e.htm</p> <p>For a list of OSME offices, please visit: http://contractsCanada.gc.ca/en/ccic-e.htm</p>
<p>Q - Where can a potential vendor find information regarding different levels of government's policies around "given preference to local, regional, national suppliers" And, is there a legislative body that oversees fair procurement practices and business award?</p>	<p>A - For Government of Canada references use www.contractsCanada.gc.ca</p> <p>For Provincial references please contact your Provincial Government. In Ontario you can contact the Ontario Ministry of Government Services www.doingbusiness.mgs.gov.on.ca</p> <p>For the body that oversees fair procurement practices and business awards you can contact the Office of the Procurement Ombudsman at http://opo-boa.gc.ca or the Canadian International trade Tribunal at http://www.citt-tcce.gc.ca</p> <p>Another good resource you may want to look at is www.marcan.net</p>
<p>Q - What is the minimum requirements such as fund and etc...</p>	<p>A - The minimum requirement to do business with the Government of Canada is to have a registered business in Canada with an official Business Number form Canada Revenue Agency.</p>
<p>Q - Once a vendor is listed on the Task Based Informatics Professional Services (TBIPS) VOR, does the listing ever expire?</p> <p>Q - In order to qualify for TBIPS why is the gross financial limit set so high? This seems to limit SMEs.</p>	<p>A - Yes, the list of TBIPS vendors is regularly refreshed. For more information on TBIP, please visit http://www.tpsgc-pwgsc.gc.ca/app-acq/sptb-tbips/index-eng.html or call 1-866-930-4667 or E-mail rcnmdai.-ncrimos@tpsgc-pwgsc.gc.ca.</p>
<p>Q - What percentage of government procurement in 2008 (or any period) required transportation, storage or distribution within Canada?</p>	<p>The most effective way to find out how much procurement has been done for a particular commodity is to use the BAC Contracts History search tool http://csi.contractsCanada.gc.ca/ for the commodity. This method can be used for procurement by PWGSC. For other government departments you can go to their respective web pages and look at the Disclosure link to search and find what volume of procurement they have done in a particular commodity.</p>
<p>Q - Is there any government financing support for bidding?</p> <p>Q - Can you provide a high level view on sources of funding for SMEs? Specifically for services company when a company doesn't need to invest in physical investment, the investment need is for technology or intellectual property creation/procurement?</p>	<p>A - A comprehensive list of business financing programs available in Ontario from both federal and provincial governments, including financing for green initiatives, can be found on the Canada-Ontario Business Service Centre (COBSC) website: www.canadabusiness.ca/ontario or call the COBSC at 1-888-576-4444 for more information.</p>

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<p>Q - Does the government also have programs that assist the general public in getting our services by financially supporting that person in order to receive our service?</p> <p>Q - To whom do I apply for grants for suicide prevention programs in High schools?</p> <p>Q - Grants or tax breaks for green initiatives?</p> <p>Q - Is there funding available to start a business which would involve working with the government of Canada?</p> <p>Q - How I will receive the loan from the government to establish my own small business?</p> <p>Q - Would you provide loans for Rental Properties which will be used for repairs and upgrades for dilapidated apartments?</p> <p>Q - Why can't I find Govt. funding for manufacturing other than Farming sector, ie. Creative manufacturing and distribution?</p> <p>Q - Where and how to find awards, contributions, shared costs, subsidies, rebates and non-repayable loans to finance a start-up business for transportation of disabled and seniors?</p> <p>Q – What can a small business get for financial support from the Government of Canada to grow and sustain in these times?</p> <p>Q - What Small business government venture financing is available for new start up Small Business 100% funding?</p> <p>Q - What kind of bail-out program is in place and can be made available to assist small businesses that are two years or less, has a viable product and or service but is struggling to make ends meet? (for example grants, interest free loans, financial assistance training programs, human resources, payroll/business set-up assistance, etc)</p> <p>Q - What is the government doing to help small businesses in Canada? How can small businesses access "stimulus" funds?</p> <p>Q - Why the government doesn't help the small business people to improve their business? I am doing fine in my business but I can't grow, I need help and protection.</p> <p>Q - What incentives does the federal / provincial government have available to the Real Estate Industry? Shouldn't the Real Estate transaction be exempted from HST harmony tax (Combo GST/PST) and correction to double taxation levied on property sales on land transfer tax in City of Toronto? Real Estate Industry? Shouldn't the Real Estate transaction be exempted from HST harmony tax (Combo GST/PST) and correction to double taxation levied on property sales on land transfer tax in City of Toronto?</p>	
<p>Q – We would like to know how we can get a loan from the Government of Canada under Ontario Self-Employment Benefits Program.</p>	<p>A - The Ontario Self-Employment Benefit is delivered by the Ontario Ministry of Training, Colleges and Universities (MTCU) / Employment Ontario - see the following section of the Employment Ontario website for information about this program: http://www.edu.gov.on.ca/eng/tcu/employees/selfEmployment.html . A comprehensive list of additional business financing programs available in Ontario from both federal and provincial governments can be found on the Canada-Ontario Business Service Centre (COBSC) website: www.canadabusiness.ca/ontario</p>

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<p>Q - Want to know about GST collection for online/computer/digital businesses. We have not hit \$30k yet and want to know when we should register for a GST#, before or after we hit \$30k. We are also looking into Incorporating, and we know that you get a GST # with that. Lawyers have said \$800-1200 to Incorporate but I have seen on the Canadian Government site that is it around \$225. What is the difference?</p> <p>Q - What are the requirements for corporate tax filing for potential vendors?</p>	<p>A - The following section of Canada Revenue Agency's (CRA) website deals with GST, including when and how to register: http://www.cra-arc.gc.ca/tx/bsnss/sm/gsthst-tpstvh/rgstr-eng.html . Call CRA at 1-800-959-5525 for more information</p>
<p>Q - We were registered only a couple months ago but do not have a GST number. How can I get info on this?</p> <p>Q - I am new to this and interested in becoming a supplier, but do I have to have my own business or can I represent another company?</p>	<p>A - A GST number is not required to register on the Supplier Registration Information (SRI) database. To register in SRI, you must have a Canada Revenue Agency Business Number (BN).</p> <p>If you already have Goods and Services Tax (GST)/Harmonized Services Tax (HST) number, then you have a Business Number. The first nine digits of your GST/HST number are your Business Number (e.g.: 123456789RT0001).</p> <p>If you do not have a number, contact Canada Revenue Agency at: 1-800-959-5525.</p>
<p>Q - How do we find out about provincial contracts?</p> <p>Q - Do provincial governments use the same system?</p> <p>Q - How to get in vendor list first?</p> <p>Q - Does the process of working with the Provincial Government vary greatly from Federal?</p> <p>Q - What will be the bid process to access consulting programs with the Government of Ontario?</p> <p>Q - I lost out an opportunity to supply meters and software to a hospital because the government provided it free. What government agency would this be so I could approach them?</p>	<p>A - The processes involved in selling to provincial governments are different than those for the Government of Canada - please inquire with your provincial government for the full details of their procurement process. To find out more about selling to the Government of Ontario, contact the Supply Chain Management Division of the Ontario Ministry of Government Services (MGS) - contact information can be found online at: http://www.doingbusiness.mgs.gov.on.ca/</p>
<p>Q - Will there be an audio that can be downloaded or accessed at a different time?</p> <p>Q - Is there any way we can get this slides downloaded?</p> <p>Q - Can this presentation be downloaded? There's lots of useful info.</p> <p>Q - Will this presentation be available offline for attendees afterwards?</p> <p>Q - Can we get a copy of this presentation?</p> <p>Q - Can I get a full written copy of this webinar by mail?</p> <p>Q - How can we get to review this presentation again or more detailed information?</p> <p>Q - Can all this presentation slide or info emailed to us?</p> <p>Q - Will this presentation be available online later?</p> <p>Q - I cannot download the presentation / resource guide - can I get it anywhere else?</p> <p>Q - Will this presentation be stored for later viewing?</p> <p>Q - Will this webinar be available as an archive on the TD website?</p> <p>Q - Would you place a recorded copy of Manny Argiropoulos' presentation in TD's website to review it in detail?</p>	<p>A - The archive to the webcast is available at: http://www.tdcanadatrust.com/smallbusiness/government_procurement.jsp</p>

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<p>Q - Is recording of this presentation available?</p> <p>Q - Will this presentation be posted online for later viewing?</p> <p>Q - I'm unable to download the presentation and resource guide. Could you please email these to me?</p> <p>Q - The time for this program will discourage attendance, as it is situated during peak working hours. Some small business owners work other jobs while trying to grow their business. I hope this will be put into consideration while planning for an event of this nature in the future?</p>	
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PROCUREMENT PROCESS	
<p>Q - I'm in jewelry design and manufacturing business. Any procurement related to this field of work?</p> <p>Q - I sell wholesale semiconductors, how do I find my niche in the government?</p> <p>Q - Video and Motion Design would be considered what type of service? Is there a big need for it?</p> <p>Q - Did not know if the government would be interested in my products?</p> <p>Q - We have an equipment repair company, how can we do business with the government?</p> <p>Q - We sell customized web sites, does the govt. buy these services?</p> <p>Q - How can media or promotional services be offered?</p> <p>Q - What about the procurement of advertising?</p> <p>Q - Internal auditor job or contract opportunities?</p> <p>Q - Where would air and water treatment products, testing fall into the standing offers categories?</p> <p>Q - Are there any types of bids for catering business?</p> <p>Q - Are Marketing/Advertising services needed?</p> <p>Q - My service is not listed. My company measures buildings and does as built floor plans, BIM models etc and square footage certification. How do I find my service in the lists?</p> <p>Q - What health care services does the government require such as ergonomic services or devices such as lumbar supports?</p> <p>Q - In terms of IT related procurement (software) what is the government budget spending yearly?</p> <p>Q - How can I find out if my company's products are required by the Government of Canada?</p> <p>Q - How and how often does the Government of Canada go out for</p>	<p>A - The Government of Canada buys goods and services from various types of business, including sole proprietorship to incorporated companies. Any registered business with a valid Canada Revenue Agency (CRA) business number can become a supplier to the federal government.</p> <p>To learn more about selling goods and services to the Government of Canada, please visit the Business Access Canada website and/or register for free supplier seminars offered by the Office of Small and Medium Enterprisers (OSME). For more information, please visit: http://www.contractsCanada.gc.ca</p> <p>To determine the commodity group classification of your product or service and to find out if the Government of Canada is currently purchasing your commodity you will need to review the commodities listed in the Supplier Registration Information (SRI). This list can be accessed at: http://contractsCanada.gc.ca/en/gsin-codes-e.html</p> <p>For information on the need for a particular product, service, construction or if there are any Standing Offers or Supply Arrangements for a specific commodity, one will need to undertake some research. This includes, but is not limited to, contacting key individuals at Public Works and Government Services Canada (PWGSC) that are listed in the Procurement Allocations Directory (http://www.contractsCanada.gc.ca/en/key-e.htm) or Departmental Materiel Managers (http://www.contractsCanada.gc.ca/en/materi-e.html).</p> <p>Also, one could research the contracts awarded by Public Works and Government Services Canada (PWGSC) on behalf of all federal government departments and agencies for the last three years in the Contract History Database at: http://csi.contractsCanada.gc.ca/csi/prod/en/aaplctrl.cfm?cmd=start</p> <p>If you require additional information, please contact your nearest Office of Small and Medium Enterprises. For a list of our offices, please visit: http://www.contractsCanada.gc.ca/en/ccic-e.htm</p>

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<p>bids for legal services?</p> <p>Q - Would plumbing services be considered by the government?</p> <p>Q - How much is available for Chartered Accountants to bid on?</p> <p>Q - Are European companies allowed to supply medical products to the Canadian government? (product is not available in Canada)?</p> <p>Q - What is the best way to approach the services related to EMR services?</p> <p>Q – Is accounting and other related financial services included?</p> <p>Q - We own 2 trucks, 1-ton & 5-ton for delivery/pick up services, does Government post bids for such services?</p> <p>Q - Does the Government do all their own surveys, if not, would this be something that I would find on MERX?</p> <p>Q - How can I research what services are used by the Government of Canada. Or will my services be used or required by the government?</p> <p>Q - What will be the best possible way to approach for the software services to Government contracts?</p> <p>Q - Who would I contact to sell Stampings to the Government?</p> <p>Q – Would this involve transportation systems in cities i.e. TTC manufacturing tokens and marketing opportunities to allow them to generate income?</p> <p>Q - Would they be interested in digital video phone technology?</p> <p>Q - Wondering about supplying personal care products for soldiers. What their terms are? Who the contacts are in that department....etc?</p> <p>Q - What would be the main vehicles used by the Government of Canada to procure services provided by outside consultants in the area of internal auditing and finance?</p> <p>Q - What types of video services - writing, producing and developing - does the government request? Do they generally deal with smaller companies? How do the requests go out for bid?</p> <p>Q - What type of opportunities exist to provide healthcare services (ie. chiropractic, physiotherapy) and devices (ie. lumbar supports, wrist braces and ergonomic chairs) to the government departments? Which department would I contact to discuss this?</p> <p>Q - What business might be available for legal counsel such as independent paralegals with the government?</p> <p>Q - What are the immediate consulting/contracting opportunities in Government (Federal or Provincial or Local) with Security status Level-II "Reliability" in the areas of Internal Audit, Internal Controls, Compliance audit, Risk and Forensics?</p> <p>Q - What are the Government expectations of Private Investigation companies to obtain contracts with them?</p> <p>Q - What about opportunities to train government staff?</p>	
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Q - We are industrial parts distributor mostly supplying bearings. I would be more interested to know if I can supply them bearings and other mechanical components?

Q - We are in the alternative energy business currently manufacturing solar panels and heaters offshore with the intent of moving production to Canada. Is this something the government would need?

Q - We are a new business incorporated this year. We are in the property maintenance field providing janitorial, grass cutting and snow plowing. We also have a green consultant on staff who can work with companies to help them go green. We use only green products in our janitorial work. How do we market ourselves to do business with the Government of Canada being a small company with a vision to grow rapidly?

Q - Specifically interested in Software Services?

Q - Purchasing of Health Care Products?

Q - Provision of training services and how to get our company name on an approved bidders list?

Q - Interested in Professional Networking opportunities?

Q - Please list areas that deal with Government procurement. Please list educational requirements of young offenders. Please list food sources needed by prisons?

Q - Our business is promotional items and I am interested in finding out how to access the government's ordering of all their printed items such as pens, flags, and all other printed items. Is there one department that does all this or do we have to go to each ministry?

Q - Regarding architectural and engineering services, I'm an interior decorator specializing in eco-design. Do I have a real chance to win contracts?

Q - Are all procurement offices located in Ottawa (central buying)?

Q - Are all the GOC contract offers only in Ottawa?

Q - Who would I contact to sell stampings to the Canadian Government?

Q - Is there any section whereas an I.T. firm can contact the Government to procure a contract in that field rather than construction?

Q - What information can you provide regarding services procurement for health services and veterans affairs?

Q - How/where does one get access to and/or bid on a standing offer requirement? That is -- how do I get a standing offer?

Q - We're an IT company and before starting to think about doing business with the federal government we'd like to know where we can find out if there are any Standing Offers for this service?

Q - Please provide info on the Standing Offers that need to be leveraged that enable us to sell outside of MERX please?

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<p>Q - Is there a way to sort Mandatory Standing Offers to find an offer of interest?</p> <p>Q - Are construction management consulting services purchased? Low cost driven?</p> <p>Q - Any special advice for consulting companies?</p>	
<p>Q - We are an export/import services company and in the past we have shipped products to a Canadian consulate. We only supply Canadian made products. What government department should we contact to offer our services for more consulates and government agencies abroad?</p>	<p>A - One department that you may want to contact is The Department of Foreign Affairs and International Trade, http://www.international.gc.ca/commerce/index.aspx.</p> <p>Canada Border Services Agency (CBSA) http://www.cbsa-asfc.gc.ca/sme-pme/menu-eng.html also may be able to assist in regards to exporting opportunities.</p>
<p>Q - I have a Property Maintenance business, would the Canadian government require my services at all?</p>	<p>A - The Government of Canada has a property and facilities maintenance contract with SNC Lavalin ProFac that manages our Crown Assets. You may want to try and get registered to become a supplier with them for this type of work. These services may be purchased by Government of Canada. To determine this please visit the Business Access Canada website (www.contractsCanada.gc.ca) and download the Commodities Listed in SRI list. This excel sheet, which contains the complete list of all the commodities used in the Supplier Registration Database can be accessed via: http://contractsCanada.gc.ca/en/gsin-codes-e.html</p>
<p>Q - Is graphic design considered a professional service?</p>	<p>A - For a list of professional services that are currently listed in the Professional Services On-Line service, visit: http://www.tpsgc-pwgsc.gc.ca/app-acq/sp-ps/index-eng.html</p> <p>The current categories / streams reflected in this database include: Human Resources Management, Organizational Development, Project Management, Organization and Classification Services, Change Management / Organizational Development Services, and Information Technology. While graphic design may be considered a professional service, it may not be one of the professional services currently captured in the PS Online service.</p>
<p>Q - As first timers, how do we fulfill mandatory requirements for past government reference?</p> <p>Q - Some of the requirements for IT/software contracts are very specific, in fact too restrictive. Is there a way to find out what the underlying requirement is from the people who are issuing the request. It seems that much is lost in the requisition process, and we wind up responding to a list of technologies?</p>	<p>A - For information on any qualifying criteria for a specific bid, you may wish to contact the Procurement Officer whose name appears on the bid document. Raising the question with the Procurement Officer may lead to these criteria being amended to make the process more open and accessible.</p>
<p>Q - What happens if there is only one supplier of a product that government needs?</p>	<p>A - The bids received are evaluated using criteria specified in the bid document. As a rule, the bidder who fulfills all the terms and conditions of the requirement, and offers the lowest price, is generally selected. If only one bidder is responsive, we may negotiate contract terms and prices with that individual or company. For more information, please visit: http://contractsCanada.gc.ca/en/buying-e.htm#40</p>
<p>Q - How important is a bilingual business presence to doing business with the Government of Canada?</p> <p>Q - Is bilingualism a requirement for administration and management support bids?</p> <p>Q - What are the language requirements in providing services in Canada. Must the services be provided in the official languages of Canada? Must all services be in English and French?</p>	<p>A - This depends on the need that the procurement is meeting. For opportunities that are posted for bidding, if bilingual capacity is required as part of the procurement, this requirement will be clearly stated in the tendering document.</p>
<p>Q - Is there a minimum amount that a department is able to spend without going through MERX ?</p> <p>Q - Where can new bids for chemicals be found (other than MERX)?</p> <p>Q - When responding to bids for "non-tangible" services -- in my case, writing/editing/communication services -- what are some of the ways in which my bid can stand apart from others? Is there</p>	<p>A - In PWGSC, bid opportunities for most requirements for goods and services estimated to be worth \$25,000 or more are advertised on MERX, including requirements subject to international trade agreements. PWGSC also uses MERX to advertise requirements for printing services estimated at \$10,000 or above. It advertises requirements estimated at \$100,000 or above for construction and leasing. It also advertises requirements estimated at \$76,500 or above for architectural and engineering consulting and services related to real property. Departments must use MERX for requirements subject to any of the trade</p>

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<p>something specific I should be doing to win a contract, or am I at the mercy of a panelist (or panel) that may know the work of another company and prefer it to mine?</p> <p>Q - What is the range in size of the contracts that a small business can bid on?</p> <p>Q - What is the Minimum Tender Contracts?</p> <p>Q - What are the requirements for doing business in the IT Sector with the Government of Ontario, Government of Canada etc.?</p> <p>Q - We are already an established SME doing business with the Government. However, despite being registered on a few Standing Offers and Supply Arrangements, we find ourselves constantly buried in red tape and process (equals large overhead for the little guy) even to be awarded small dollar contracts that the government is within it's right to award based on the competition to get on the Standing Offers/Supply Arrangements in the first place. Yet the Government still feels the need to compete it anyway. How can the little guy survive in this environment?</p> <p>Q - The main question we have is how to get your company's name on the list for tenders from the various departments. How do you find out about projects to bid on?</p> <p>Q - Is a MERX posting mandatory for any/all Canadian Government bids?</p> <p>Q - Is this process applicable for the supply of goods to the military?</p>	<p>agreements. Some are using it as well for other purchases. Registration for Canadian Public Tenders is now FREE for those who register using their Procurement Business Number (PBN). To access MERX, please visit http://www.merx.com</p> <p>For more information on the bidding process, please visit: http://contractscanada.gc.ca/en/biddin-e.htm</p> <p>For more information about the various tender thresholds, please visit: http://www.contractscanada.gc.ca/en/tender-e.htm</p> <p>For opportunities below those listed above, individual departments can do their own procurement using a variety of different procurement mechanisms like Request For Quotation (RFQ), Telephone Buys (T-BUYS), Invitation To Tender (ITT) or a request For Proposal (RFP). In order to have a better chance of being selected for this type of procurement, suppliers are encouraged to register in the appropriate supplier databases and market to the appropriate officials. Please see following link for further details, http://www.contractscanada.gc.ca/en/how-e.htm.</p>
<p>Q - How do you find out what your competitors are charging?</p> <p>Q - As an interior designer, can I see what design firms have won contracts in the past?</p>	<p>A - While information on what competitors are charging during a tendering process is not available, information on the dollar value of contracts that have been awarded is available. MERX (www.merx.com) posts information on contracts that have been awarded, including information on the company that was awarded the contract and the dollar value of the contract. Information on contracts awarded by PWGSC on behalf of all federal government departments and agencies for the last three years is available on the Business Access Canada website. Please visit: http://csi.contractscanada.gc.ca/csi/prod/en/applctrl.cfm?cmd=start</p> <p>Furthermore, individual departments are now required to publicly post information on contracts valued at over \$10,000. For more information, please visit: http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494</p> <p>Ultimately, if you want to find out what your competitors are charging you'll have to do your market research and or contact them directly.</p>
<p>Q - Numerous procurements run by PWGSC and other departments or agencies specify the closing date for bids but do not set out the procurement timetable i.e. when a decision will be made and when work is expected to start. For small businesses, in particular, this can create problems. Many RFP responses disappear into a black hole. Can it be made mandatory for people posting on MERX to at least set out their timetable?</p>	<p>A - Government of Canada procurement opportunities that are posted on MERX will indicate timelines for when goods and services being procured are needed. Generally, these specifics will be reflected in the Requirement section of the tender. If these details are not listed, you should contact the contracting authority for the specific tender in order to obtain this information.</p>
<p>Q - The quality of information posted on MERX is highly variable. Mandatory requirements (such as bilingualism) can be buried deep in RFP documents. It would save a lot of time-wasting if MERX postings always included key mandatory requirements up front</p>	<p>A - Thank you for your valued comments. We will forward this input to the appropriate representatives within PWGSC.</p>
<p>Q - I have a coffee service would I be able to bid to get a business contract with the government?</p>	<p>A - Possibly. These services may be purchased by Government of Canada. To determine this please visit the Business Access Canada website (www.contractscanada.gc.ca) and download the Commodities Listed in SRI list.</p>
<p>Q - Does the government of Canada use Environmental Services and</p>	<p>This excel sheet, which contains the complete list of all the commodities used in</p>

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<p>purchase alternative fuels?</p> <p>Q - I have a cleaning maintenance company would this program work for me?</p>	<p>the Supplier Registration Information Database can be accessed via: http://contractscanada.gc.ca/en/gsin-codes-e.html</p>
<p>Q - In the interests of "fairness" many consultancy RFP's from PWGSC distribute to all respondents the answers to questions submitted by any respondent. This robs the firm who can ask pertinent questions that other respondents may not have thought of a legitimate advantage. Your views?</p>	<p>A - Accountable: OSME supports the Federal Accountability Action Plan ensuring that procurement is open, transparent and fair. This is the main reason why information is shared.</p>
<p>Q - If my tax dollars are used by, for example, agencies, provincial governments, or municipalities, to create RFP documents, why is a private sector organization like MERX allowed to charge me for the privilege of receiving them?</p>	<p>A - All federal government contracting opportunities that are posted on the MERX (www.merx.com) website are free to view and free to order electronically. We cannot comment on tenders posted by other levels of government. There is no fee to register on the MERX website for Government of Canada procurement opportunities, however there are fees for additional services that MERX offers. If you have a federal Procurement Business Number (PBN), which is issued to you once you have registered on the Supplier Registration Information service, you can provide it instead of a credit card number when registering on MERX. For more information please visit the MERX website (www.merx.com) or the Business Access Canada website, specifically http://www.contractscanada.gc.ca/en/tender-e.htm</p>
<p>Q - For a small IT (computer) consulting company which is a home office, is it possible to get the contract, e.g. software design, systems integration or to provide hardware?</p>	<p>A - Possibly. However, you will need to understand the procurement process that is in place for the Government of Canada and know how to register with us, where to find opportunities, and how to market your services and goods. For more information, visit the Business Access Canada website at www.contractscanada.gc.ca or contact your nearest Office of Small and Medium Enterprises (OSME). For a list of the OSME offices, please visit: http://www.contractscanada.gc.ca/en/ccic-e.htm</p>
<p>Q - Does the government require references? Or look at previous work?</p>	<p>A - The Government of Canada, depending on the procurement, may require bidders to provide references and information on previous work. This also applies to suppliers registering on some of the Government of Canada supplier databases (e.g. Professional Services On-Line, SELECT, etc.). For more information please visit the Business Access Canada website at www.contractscanada.gc.ca</p>
<p>Q - Is previous Canadian experience necessary to submit a bid?</p> <p>Q - Is bilingualism mandatory or an issue?</p> <p>Q - Can I import products and deliver to Canada Government?</p>	<p>A - This will depend on what the requirements are for the specific procurement being done. Each tender is unique and it is recommended that you closely review each tender to determine what the specific requirements are. You can also ONLY contact the Procurement Officer on the Solicitation Document for further clarification.</p>
<p>Q - What recourse is there for an ACAN awarded for a price <\$25K for which I feel the technical qualifications may not have been transparent?</p>	<p>A - If you feel your company can do the work destined for a sole source as advertised in an ACAN, you can submit a Statement of Capabilities for the requirement. The ACAN is posted for 15 calendar days and you must submit your statement within this period. If your statement meets the requirements, the contracting officer will then proceed with a full tendering process. For more information, please visit: http://www.contractscanada.gc.ca/en/biddin-e.htm</p> <p>Furthermore, for contracts awarded <\$25K you may want to contact the Office of the Procurement Ombudsman (OPO) to find out what recourse is available, http://opo-boa.gc.ca/index-eng.html</p>
<p>Q - If a supplier has won a contract in the past, is there a greater chance that this supplier will be given preference over others, in the future?</p>	<p>A - No. Each tender is unique. Past experience may enhance the company's experience profile, thus allowing it to compete for additional contracts, but it does not necessarily equate to preferential treatment over other tenders.</p>
<p>Q - How current do tax returns need to be to submit bids?</p>	<p>A - All suppliers need to be in good standing with CRA and have their tax compliant should they wish to do effective business with the Government of Canada.</p>
<p>Q - How to submit a bid?</p> <p>Q - What priority issues are more important for the Canadian government, in terms of cost, quality, trusted relation, tight schedules, buy from home, etc?</p>	<p>A - Instructions on submitting your bid are outlined in every tendering document. Please refer to the specific tender and the instructions that are provided. For more information on the bidding process, please visit: http://contractscanada.gc.ca/en/biddin-e.htm</p>
<p>Q - What is bonded?</p> <p>Q - Does a construction company require bonding to submit a bid?</p>	<p>A - A bond is an agreement by an insurance company to take the place of a defaulted contractor in a development project, and take corrective action, if necessary, to finish the project. The insurance company also may be compelled to pay for damages resulting from default. Bonds commonly are required on development projects financed by general obligation bonds or revenue bonds. A bond also is required to put a stop payment order on an official bank check, such</p>

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	<p>as a cashier's check.</p> <p>Please also note that every tender is unique. You may find that some tenders will require no security deposit or surety bonds, while others may ask for a surety bond or a security deposit. Please review each tender carefully to determine what is specifically required.</p> <p>All federal tendering documents are free to download from MERX. In order to download these documents you will need to register with MERX. For more information please visit: http://www.contractsCanada.gc.ca/en/tender-e.htm</p>
Q - What is the Fiscal Year for Canadian Government?	A - April 1 to March 31
Q - I wonder how many one-person companies are successful in winning projects.	<p>A: For procurement managed by PWGSC for all departments between fiscal year 2004/05 and 2008/09, 682 self-employed businesses have been awarded a contract, standing offer, or amendment. Each year on average, in this time period, over 250 self-employed firms are awarded one of these documents.</p> <p>If you would like to see what contracts have been awarded please visit the BAC Contract History Link and do an expert search for self-employed. http://csi.contractsCanada.gc.ca/index-eng.cfm?af=ZnVzZWFjdGlvbj1pbmZvLnN0YXJ0JmJkPTE=&lang=eng</p>
Q - What is required in acquiring your controlled goods certificate?	<p>A - Public Works and Government Services Canada has implemented a registration program for controlled goods to ensure compliance under the Defense Production Act (DPA) and the Controlled Goods Regulations. Under this act, any person who examines possesses or transfers controlled goods must be registered or exempted from registration. To find out if this applies to you or your business, consult the following sites for more information and contacts: The Controlled Goods Directorate: http://ssi-iss.tpsgc-pwgsc.gc.ca/dmc-cgd/apropos-about/inscrptn-rgrstrn-eng.html Defense Protection Act: http://laws.justice.gc.ca/en/notice/index.html?redirect=%2Fen%2FD-1%2Ftext.html</p>
Q - Is there special requirements to supply the Government of Quebec?	A - For information on supplying the Government of Quebec, please visit: http://www.tresor.gouv.qc.ca/en/marche/index.asp
Q - You said the bidding process may take up to 8 month. The best time to register/submit the bid is October December. How does it fit with the fiscal year starting in April?	<p>A - The 8 month time frame was in reference to getting Secret Security Clearance. The process takes anywhere from 8 to 16 months to complete so suppliers should proactively look to get this clearance if they are planning to bid on Government of Canada tenders that may require this.</p> <p>In reference to bidding, suppliers need to be aware that all tenders are unique and all the requirements will be included in the solicitation or tender documents. This will include, when the closing date of the tender is and by when a response will need to be submitted and received by the Government of Canada. Furthermore, tenders are posted any time of the year when there is a requirement for procurement. It can occur at any time within the government fiscal year.</p> <p>The reference to best time between October and December was a suggestion of when it is a good time to market your products to government officials.</p>
Q - If I have sub trades that I plan to employ, do I have to provide information on those sub trade companies also?	A - It depends on the requirements outlined by the tender. Every tender is unique. If the tender requires you to provide this information then you should. Tenders usually require suppliers to clearly explain how they are planning to do the work required and to provide detail information about their team including any sub contracting.
Q - Will the government of Canada accept import from outside of North America?	A - If the solicitation document does not stipulate that the procurement is restricted to Canadian Content only then import products are permitted.
Q - Does having Canadian content better our chances?	Please note in some instances procurement may be restricted to Canadian Content only. For more information please see the regulation for Canadian Content through the following link, http://www.tpsgc-pwgsc.gc.ca/app-acq/ga-sm/chapitre05-chapter05-eng.html#annex5.1
Q - Is there a preferential procurement decision for Canadian made products?	

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<p>Q - Is there any restrictions or rules for products not produced in Canada? Would a Canadian made product get priority against a foreign product?</p> <p>Q - The procurement is for international and Canadian clients?</p> <p>Q - If I have an export company from Mexico, but I am Canadian, how would I make this sellable to the government?</p>	<p>Please also note in order to do business with the Government of Canada a supplier must have a registered business in Canada with a valid Business Number with Canada Revenue Agency. The government solicits potential suppliers for goods, services and construction utilizing an established and structured procurement system. If a supplier can fulfill all the requirements for procurement and has the best responsive bid an award will be made.</p>
<p>Q - I have a service rather than an article that would be of service to the government. Is this the same process or different from what we have been talking about?</p>	<p>A - The overall process is generally the same for goods as it is for services. However, there are some differences. For example, different dollar thresholds related to international trade agreements that have an impact on the procurement process to be followed. Please see information available through the following link http://www.contractsCanada.gc.ca/en/how-e.htm</p>
<p>Q - Can an enterprise bid to complete only part of a proposal?</p> <p>Q - What about a group of companies that are interested in working together?</p>	<p>A - Yes. Joint ventures are permitted. Your chances of getting a contract may be better if you team up with other firms with complementary skills. However, the proposal being submitted must meet the requirements of the entire tender. If the proposal does not meet all the requirements, the bid submission will be deemed non-responsive.</p>
<p>Q - In many cases an important requirement is previous experience with same or similar government departments. How can you be successful if you are a first time supplier?</p>	<p>A - Previous experience, not necessarily experience with government, may be a requirement of some tenders. All new procurement is done in an open, fair and transparent manner and the best overall bid is awarded the contract.</p>
<p>Q - Who do we contact for a post award debrief?</p>	<p>A - The contracting authority listed on the tendering document is the individual to contact if you would like to schedule a post-award debrief. For more information, please visit: http://www.contractsCanada.gc.ca/en/debrief-e.htm</p>
<p>Q - I have done business with GOC many times. In some cases federal departments were not asking to use a predefined proposal format and I found it easier that way because we've been using our in-house proposal format. Why is it sometimes different? Did you ever though about using that approach throughout GOC?</p>	<p>A - Since every tender is unique a standard format is difficult to establish. Our recommendation is that you follow the format of the tender itself. Information on writing better proposals is available on the Business Access Canada website: http://www.contractsCanada.gc.ca/en/writin-e.htm</p>
<p>Q - Do I need to meet any special licensing requirements for bidding for Government Contracts?</p>	<p>A - You may in some instances. Again this will depend on the specific requirements outlined in the tender. Every tender is unique.</p>
<p>Q - Is there a way to know what the successful bidding price was, such as in translation contracts?</p>	<p>A - Information on previous contracts that have been awarded is available. MERX (www.merx.com) posts information on contracts that have been awarded, including information on the company that was awarded the contract and the dollar value of the contract. Information on contracts awarded by PWGSC on behalf of all federal government departments and agencies for the last three years is available on the Business Access Canada website. Please visit: http://csi.contractsCanada.gc.ca/csi/prod/en/applctrl.cfm?cmd=start</p> <p>Furthermore, individual departments are now required to publicly post information on contracts valued at over \$10,000. For more information, please visit: http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494</p>
<p>Q - When the HST comes into effect in BC will contract be subject to the full 12%?</p>	<p>A - You will need to follow up directly with the BC Provincial Government regarding this. http://www.gov.bc.ca/</p>
<p>Q - Is there a difference between an evaluation of a manufacturer supplier and one who is only a distributor?</p> <p>Q - How are decisions made for special or custom made equipment or systems?</p>	<p>A - Each tender is unique including the evaluation criteria. Suppliers need to be aware of what this is so they will be able to properly submit a responsive bid. Please see the following link to the Supply Manual for referencing evaluation criteria. http://www.tpsgc-pwgsc.gc.ca/app-acq/ga-sm/toc-eng.html</p>
<p>Q - Will there be any special bids for the G8 Summit taking place in 2010?</p>	<p>A - Tendering opportunities for the G8 Summit will follow the standard procedures that are used for all Government of Canada procurement, including the posting of opportunities on the MERX website, www.merx.com</p>
<p>Q - As an SME start up, it often needs a history, tax returns to be eligible to bid. Since I am a start up, I do not have any history. Any thoughts?</p>	<p>A - Every tender is unique. You may find that some tenders will require a minimum number of years for a company to be in business while others do not ask for this information.</p>
<p>Q - There was a list of Government departments listed for example Immigration. Do these ministries do their own purchasing?</p>	<p>A - Some departments do their own purchasing up to the dollar amounts for which they have been delegated authority. There are 25 Ministers that have been delegated the authority to purchase goods up to \$25,000 in value before having to make the acquisition via PWGSC. For information on these ministers, please contact your nearest Office of Small and Medium Enterprises (http://www.contractsCanada.gc.ca/en/ccic-e.htm)</p>
<p>Q - How much time does it take to decide once the bid is submitted?</p>	<p>A - This depends on the complexity of the tender. Every tender is unique.</p>

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<p>Q - Are SMEs required to have a minimum number of years in business with minimum capital?</p>	<p>A - Every tender is unique. You may find that some tenders will require a minimum number of years for a company to be in business while others do not.</p>
<p>Q - How do we get our products specifications into a tender?</p>	<p>A - The procurement officers responsible for setting up the procurement would do a thorough review in preparation for a new procurement. If you would like to have these people aware of what products or services you are capable of providing or should be considered in potential procurement you would need to market this to these individuals. These people are also known as Departmental Materiel Managers and you can find out who to contact in the department by using this on line tool http://www.contractsCanada.gc.ca/en/materi-e.html</p>
<p>Q - When one of the requirements is to have previous contracts with the government, is there any recourse for those that are first timers? Will that requirement be overlooked if you have the winning price or will it be disqualified?</p>	<p>A - Every tender is unique. You may find that some tenders will require a minimum number of years or experience for a company while others do not ask for this information. If these are requirements in the solicitation document all suppliers need to meet these requirements in order to have a responsive bid otherwise they will be found to have a non responsive bid. Supplier can contact the procurement official listed on the solicitation document to inquire about the reasons why it is required. The only recourse would be to do a post award debrief to find out where your proposal fell short. http://www.contractsCanada.gc.ca/en/debrief-e.htm</p>
<p>Q - How do you select suppliers to invite for bid? Q - Are there any differences to the bid process if you are providing a service such as consulting or coaching rather than a product based business?</p>	<p>A - This depends on the type of process used to make the acquisition, be it Goods, Services or Construction. For contracts valued below trade agreements, some suppliers are identified from various supplier databases (e.g. Supplier Registration Information service, Professional Services Online, SELECT). For contracts subject to trade agreements, opportunities are posted on MERX and publicly accessible. For more information on the process, please visit the Business Access Canada website at; www.contractsCanada.gc.ca</p>
<p>Q - Is having an office or branch in the Ottawa region necessary, or favorable?</p>	<p>A - No.</p>
<p>Q - I've heard that smaller contracts (\$5000 and under) can be awarded without RFP to a company of the government's choosing - is this true?</p>	<p>A - There are a number of processes that can be used for low dollar acquisitions, including Telephone buys, and Request for Quotations or Credit Card Purchases. For more information, please visit: http://contractsCanada.gc.ca/en/biddin-e.htm</p>
<p>Q - Many Federal Request For Proposals (RFPs) are requiring 5 yrs of experience, why are they discouraging new businesses?</p>	<p>A - Every tender is unique. Depending on the scope and complexity of the tender a certain number of years of experience may be required to ensure that qualified suppliers for the acquisition are identified. If you have concerns about specific opportunities, please contact your local Office of Small and Medium Enterprises for assistance (http://contractsCanada.gc.ca/en/ccic-e.htm)</p>
<p>Q - Does the government have a list of products/services currently purchased from foreign suppliers for which they are currently looking for domestic suppliers?</p>	<p>A - No, the Government of Canada does not have any such lists.</p>
<p>Q - What are the chances for a really small business (1 or 2 people company) to get contracts from the government? It seems very time consuming and complex. Do we have a shot against big companies for the government's contract?</p> <p>Q - Is it true that the government prefers larger entities? I have heard that in relation to translation service providers?</p> <p>Q - Since both provincial and federal governments have assisted only large employers (auto sector) through this recession and not extended any specific help to small businesses, how committed is the Government to actually purchase any goods from the SME sector of the economy?</p> <p>Q - Regarding architectural and engineering services, I'm an interior decorator specializing in eco-design. Do I have a real chance to win contracts?</p> <p>Q - Does the Federal Government do business with sole practitioners?</p> <p>Q - Are immigrants able to do business with Government of Canada?</p> <p>Q - How does a small company get involved in government contracts?</p>	<p>A - The Government of Canada Procurement System is open, fair and transparent for all suppliers domestic and international to compete and be considered for contract awards.</p> <p>The system does not delineate between small, medium or large, suppliers for doing business. As long as the supplier has a valid business number in Canada and is registered in SRI with a valid PBN then they can do business with the Government of Canada.</p> <p>Furthermore, if a supplier meets all the requirements as stipulated in the solicitation documents and provides a competitive response to a tender then they can be potentially awarded a contract to fulfill the procurement requirement.</p> <p>Please keep in mind that for certain procurement based on complexity and volume certain suppliers may not be capable or qualified and thus may not be considered for the procurement.</p> <p>This should in no way be misconstrued as excluding certain suppliers based on their size or where they may be located. It all depends on the requirements, the complexity and volume of the procurement and the ability for the successful supplier to provide this procurement in an efficient and cost effective way.</p> <p>If you have concerns about or need any clarification, please contact your local Office of Small and Medium Enterprises for assistance (http://contractsCanada.gc.ca/en/ccic-e.htm).</p>

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<p>Q - Is there a preference and/or an advantage for a business to be incorporated? Might this increase the likelihood of winning contracts i.e. Does it increase the credibility/accountability of the business in the eyes of the federal government?</p> <p>Q - Is Eastern Canada suppliers have preferential status because of proximity to Ottawa?</p>	
<p>Q - Lets say a particular RFP is published and we think that a different and more efficient approach should be used by the particular department in that particular situation in order to fulfill their needs. How do you suggest proceeding in order to be able to send a proposal when it doesn't correspond to the requirements in the RFP?</p>	<p>A - All tenders are unique and have been put together by procurement officials that are very knowledgeable in their respective commodities. If a supplier has an alternate solution or a product they can provide that is more cost effective and at equal quality they have an opportunity to contact the procurement official listed on the solicitation document to make their case.</p> <p>If the procurement official is convinced that there is a more cost effective solution or product, one of two things can occur. An amendment to the original tender can be issued to reflect the new requirements. Or, nothing will be done in which case you will have to submit your response to the original tender, like all other suppliers. You can provide an alternative solution for consideration as part of your bid.</p>
<p>Q - Are there more detailed definitions of the Commodities categories?</p> <p>Q - Are there items which PW can't find a source for?</p> <p>Q - Which kind of goods have been purchased by government?</p>	<p>A - Public Works and Government Services Canada (PWGSC) uses Goods and Services Identification Numbers (GSIN) to identify the different commodities that the government buys. You can download a complete list of GSINs, which includes a description of each commodity, from the following section of the Business Access Canada website: http://www.contractsCanada.gc.ca/en/gsin-codes-e.html. If you do not find a product or service in this list then the Government of Canada is not currently purchasing this.</p>
<p>Q - With frequent stories in the news about contracts being awarded with no bidding or to cronies regardless of bidding, what measures are in place to ensure a fair bidding process?</p>	<p>A - The Office of Small and Medium Enterprises (OSME) was established in 2005 to support the Government of Canada's commitments to ensure that government procurement is: (1) Accountable: OSME supports the Federal Accountability Action Plan (see www.faa-lfi.gc.ca for more details) ensuring that procurement is open, transparent and fair; (2) Cost effective: OSME is also working to make government-wide procurement more strategic, efficient and less costly to administer; and (3) Responsive: OSME is working to mitigate suppliers' concerns about procurement reform.</p> <p>Further, formal recourse mechanisms have been established. Following the award of a contract resulting from a competitive process, every bidder has access to a debriefing from the federal government. This includes the issuing of supply arrangements and standing offers. The Treasury Board Contracting Policy states: "Debriefings should be provided to unsuccessful bidders on request and should normally include an outline of the factors and criteria used in the evaluation, while respecting each bidder's right to the confidentiality of specific information." For more information, please visit: http://contractsCanada.gc.ca/en/debrief-e.htm</p> <p>Also, the Office of the Procurement Ombudsman (OPO), an independent organization with a government-wide mandate was established in 2006 to strengthen the fairness, openness and transparency of federal procurement. The Procurement Ombudsman can investigate (1) The award of a contract for the acquisition of goods below the value of \$25,000 and services below the value of \$100,000 where the criteria of Canada's Agreement on Internal Trade applies – we can look at complaints about activities related to requirement definition, procurement planning and bid solicitation; and (2) The administration of your contract – we can look at complaints of any dollar value when the issue has to do with obligations set out in the contract (for example, timelines to be met, documents to be provided, and payment terms). For more information, please visit: http://opo-boa.gc.ca/</p> <p>Lastly, a bid challenge mechanism for suppliers who believe that they have been treated unfairly in accordance with the NAFTA, AIT and WTO-AGP agreements is available via the Canadian International Trade Tribunal (CITT), an independent third party for the bid challenge mechanism for contracts covered under the agreements. Please visit: http://www.citt.gc.ca/</p>
<p>Q - Why do procedures and processes keep changing?</p>	<p>A - Public Works and Government Services Canada (PWGSC) is the Government of Canada's main purchasing arm. PWGSC plays a key role by helping departments</p>

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<p>Q - Is there a central government body in charge of procurement?</p> <p>Q - Why does the whole process have to be so secretive?</p>	<p>define their requirements or scope of work, and obtain the goods and services they need at the right price. PWGSC must meet the contracting objectives of the Government of Canada—to procure goods and services in a way that enhances access and competition, treats industry fairly, and gets the best value for Canadians. Every purchase is subject to Canadian laws, regulations, government policies, and must meet Canada’s trade obligations.</p>
<p>Q - How does the GOC procure real estate?</p> <p>Q - My business is Real Estate investment. I do not have any experience of how to organize such business with government. How can we help each other? How might my business be interesting for government?</p>	<p>A - Real Property Contracting Directorate buys real property services relating to architectural and engineering services, such as professional advice, technology development, environmental services, hydrographic services, dredging, and fleet services. RPC also purchases real estate services related to the acquisition, leasing, development, survey, management, operation, maintenance, repair and disposal of real property. For more information, please visit: http://www.contractsCanada.gc.ca/en/rpcd-e.htm</p>
<p>Q - I have heard that Government can be known as slow payers. This can seriously affect a client's cash flow. What timeframe is normal with Government invoices being paid?</p> <p>Q - What are the typical payment terms? net/30, net/120, etc?</p> <p>Q - Is payment guaranteed within a specific period of time?</p>	<p>A - Public Works and Government Services Canada’s (PWGSC) policy is to pay all invoices within 30 days of receipt. Interest is paid on overdue accounts after 30 days. For more information, please visit: http://www.contractsCanada.gc.ca/en/buying-e.htm#70</p>
<p>Q - How do I set up a standing offer for services with the Government of Canada?</p> <p>Q - I have been accepted for the Consulting Services Standing Offer but don’t know how to get a call up?</p> <p>Q - Please describe the difference between RFSO and RFSA?</p>	<p>A - A standing offer is not a contract. It is an offer from a potential supplier to provide goods and/or services at pre-arranged prices, under set terms and conditions, when and if required. No contract exists until the government issues an order or "call-up" against the standing offer and there is no actual obligation, by the government, to purchase until that time. Standing offers are most suited to goods or services that can be clearly defined to allow suppliers to offer firm pricing. Public Works and Government Services Canada (PWGSC) sets up standing offers when it is determined that this is the best method of supply.</p> <p>Departments may also establish their own standing offers. For more information and description of the types of Standing Offers and Supply Arrangements, please visit: http://contractsCanada.gc.ca/en/so-e.htm#01</p> <p>You may wish to proactively market your services to various departments by contacting individuals listed in the Departmental Materiel Managers Directory at http://www.contractsCanada.gc.ca/en/materi-e.html</p> <p>If you require additional information, please contact your nearest Office of Small and Medium Enterprises. For a list of our offices, please visit: http://www.contractsCanada.gc.ca/en/ccic-e.htm</p>
<p>Q - What are the restrictions on Aboriginal content provisions?</p> <p>Q - How does the Aboriginal Set Aside Program work?</p> <p>Q - Does self-identifying as an under-represented demographic help during the bidding process? Example: Aboriginal, women, youth, new Canadian, northern location?</p> <p>Q - Is there a small business set aside similar to that offered in the USA?</p>	<p>A - Every tender is unique and if there are aboriginal provisions they will be clearly detailed in the tendering documentation.</p> <p>Furthermore, the Government of Canada has implemented a Procurement Strategy for Aboriginal Businesses (PSAB). The PSAB is a strategy that was launched by the federal government to increase the number of Aboriginal suppliers bidding for, and winning, federal contracts.</p> <p>Basically, the PSAB makes it easier for the government and Aboriginal firms to do business with each other. This is being achieved in a variety of ways. For example, certain contracts are being set aside for competition among Aboriginal businesses.</p> <p>The strategy promotes sub-contracting to Aboriginal firms and encourages Aboriginal firms to form joint ventures with other Aboriginal and non-Aboriginal businesses. For more information on PSAB, please visit: http://www.ainc-inac.gc.ca/ecd/ab/psa/index-eng.asp</p> <p>This is the only set-aside program that is currently in place in Canada.</p>

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REGISTRATION	
<p>Q - How does a brand new business enterprise qualify to do business with Government of Canada?</p> <p>Q - Does the company owner have to be a citizen to register?</p> <p>Q - Do you have to be incorporated to bid/supply?</p> <p>Q - What annual revenue range defines a business as a SME?</p> <p>Q - How long or established does a company need to be in business in order to be considered for these contracts?</p> <p>Q - Where should I register to provide Information Technology staffing services?</p> <p>Q - Do you need to register your business with the government before you can look up what Request For Proposals are out there?</p> <p>Q - How long does it take to be registered as a supplier?</p> <p>Q - What size should your business be in order to do work with the government - federally and provincially?</p> <p>Q - What criteria must a business meet, in order to do business with the Government of Canada?</p> <p>Q - Is there a minimum number of staff needed in order for a business to apply?</p> <p>Q - Any qualifications? ie: size of company?</p> <p>Q - Do you need a special procurement number?</p> <p>Q - My business does not have a GST Number. Can I still register for a PBN?</p>	<p>A - To register on the Supplier Registration Information (SRI) service and obtain a PB number (PBN) you will be required to have a valid Canada Revenue Agency (CRA) business number. For more information, please visit: http://www.contractsCanada.gc.ca/en/register-e.htm</p> <p>Registration on the Supplier Registration Information service is quick. This will depend on how many commodity categories you identify for your company. The Procurement Business Number will be issued to you normally within 2 hours, provided all the information you submit matches the information in the Canada Revenue Agency database.</p> <p>Once registered in SRI the supplier may want to register for additional supplier databases that they may qualify for. SRI is the main supplier database that all suppliers need to be registered in order to do business with the Government of Canada.</p> <p>A - For potential procurement in specific areas such as Professional Services or Construction and Engineering there are other databases the supplier may want to consider, Professional Services On Line (PSO) and SELECT are possibilities. For more information please see following link, http://contractsCanada.gc.ca/en/othersys-e.htm</p> <p>Small and Medium Enterprises (SMEs) are defined by the number of employees in the company. Using the Industry Canada definition, SMEs are companies with less than 500 employees.</p>
<p>Q - Could you please explain more about the SELECT section for SMEs in the construction industry</p>	<p>A - The Select is an online procurement tool used to identify firms and individuals for low-dollar value construction, maintenance and real property consulting (architecture and engineering) services. You can access the service via: https://select.pwgsc-tpsgc.gc.ca/app/secure/index.cfm?fuseaction=fa_dsp_start</p> <p>For more information, in Ontario, please contact Sheila Dhanna at (416) 512-5855 or sheila.dhanna@pwgsc-tpsgc.gc.ca</p>
<p>Q - For engineering services bid, do you just register for PBN and Select? Do you need to register for PSO?</p>	<p>A – Yes you should register for SRI and SELECT. The PS Online service does not have a category for engineering services.</p>
<p>Q - Does being registered with the BBB help?</p>	<p>A – No</p>
<p>At one point we had to get a NATO NCAGE number. Is this related to SRI or PBN?</p>	<p>A – No, a NATO NCAGE number is not related to SRI or PBN. Please review this document for further information.</p>

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OPPORTUNITIES (MERX)	
<p>Q - Is this about MERX?</p> <p>Q - Is there an online bidding system for Government tenders?</p> <p>Q - Is there any special section for small business person like us to supply as reseller?</p> <p>Q - Is there free of charge info about government tenders/bids?</p> <p>Q - Where do they list the jobs for tender?</p> <p>Q - Please inform again the web site where tenders are posted.</p> <p>Q - I would like to sell confectionary products to the correctional facilities and cannot find a source that doesn't charge me to list my products. How do I sell to the government without it costing me money?</p> <p>Q - Unlike local agencies, MERX is user pay and expensive. This is not friendly for browsing opportunities.</p> <p>Q - Biddingo.com is an online portal that connects suppliers providing various goods and services to buyers from the Provincial, Municipal, Education, Crown Corporation, Housing, Construction and Healthcare sectors and Private companies from across Canada. Can you please tell me if all government bids are put through this website and if the bids they do get can only be accessed if you are a Biddingo member?</p> <p>Q - Where should I go to look for RFPs for training?</p> <p>Q - How do you find a very specific commodity on MERX?</p> <p>Q - Is there anywhere that we can find an example of a bid to MERX?</p> <p>Q - What are the websites for government tenders?</p> <p>Q - Where do offers get published, specifically in the technology field?</p> <p>Q - Where does government post their IT projects for bidding?</p> <p>Q - Where can I find government contract opportunities in IT?</p> <p>Q - Where do offers get published, specifically in the technology field?</p> <p>Q - We are a professional architectural and interior design consulting firm located in Vaughan, Ontario.</p> <p>Q -How do we / who do we contact to become a preferred consultant to receive RFPs / tender notices etc.?</p> <p>Q - Our Chamber of Commerce currently offers a discount for a subscription to Bid Navigator (Bidingo.com). Do you see this as a beneficial program to subscribe to?</p> <p>Q - What are some examples of engineering contracts?</p>	<p>A - The Government Electronic Tendering Service (GETS) is an on-line system that advertises government contracting opportunities to potential bidders. GETS is operated by Mediagrif Interactive Technologies Inc. as MERX which provides the service to the federal government under contract.</p> <p>Public Works and Government Services Canada (PWGSC) uses MERX (www.merx.com) to advertise requirements for printing services estimated at \$10,000 or above, most goods and services estimated at \$25,000 or above. It advertises requirements estimated at \$100,000 or above for construction and leasing. It also advertises requirements estimated at \$76,500 or above for architectural and engineering consulting and services related to real property. For more information visit: http://www.contractsCanada.gc.ca/en/tender-e.htm</p> <p>All federal government contracting opportunities are posted, only, on MERX and are free to view and free to order electronically. For more information please visit the MERX website (www.merx.com) or the Business Access Canada website (http://www.contractsCanada.gc.ca/en/tender-e.htm).</p> <p>For opportunities below those listed above, individual departments can do their own procurement using a variety of different procurement mechanisms like Request For Quotation (RFQ), Telephone Buys (T-BUYS), Invitation To Tender (ITT) or a request For Proposal (RFP). In order to have a better chance of being selected for this type of procurement, suppliers are encouraged to register in the appropriate supplier databases and market to the appropriate officials. Please see following link for further details, http://www.contractsCanada.gc.ca/en/how-e.htm</p> <p>The Government of Canada only uses MERX to post tenders on. Other levels of Government may use the Biddingo service. Please contact them directly for further information.</p> <p>For procurement below the threshold dollar values listed above IT suppliers should look to get registered on PS On Line. http://www.tpsgc-pwgsc.gc.ca/app-acq/sp-ps/index-eng.html</p>
<p>Q - Is MERX for tenders across Canada only or can the tender be provincially based only?</p> <p>Q - I am an importer/exporter and I'd like to know if Canadian</p>	<p>A - It would depend on the requirement, but, some may be to service locations across Canada as a whole while others may be specific to a Province, Region or location where a Government of Canada facility is located. It's important for suppliers to review the solicitation documents for each tender because each is</p>

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<p>products are selected over foreign products and also what happens when the products are NAFTA coming from Mexico?</p>	<p>unique.</p> <p>This would also depend on the dollar value of the tender and whether or not it is subject to any trade agreements. Each federal tendering opportunity posted on MERX will indicate if preference will be given to products from Canada. Please keep in mind, Canada has signed a number of national and international agreements to eliminate trade barriers, facilitate the cross-border movement of goods and services, and increase investment opportunities for Canadian business.</p> <p>These include the Agreement on Internal Trade (AIT); the North American Free Trade Agreement (NAFTA); and the World Trade Organization Agreement on Government Procurement (WTO-AGP). The AIT and NAFTA agreements deal with all aspects of trade including government procurement. The WTO-AGP only deals with government procurement. This means that for procurements covered by these agreements, PWGSC and other government departments have to follow certain rules.</p> <p>The procurement process must be open, fair and transparent. The agreements emphasize a consistent approach to the procurement process and each contains a principle of non-discrimination to ensure that a supplier can expect to be treated no less fairly than any other supplier. Coverage varies widely from agreement to agreement. For more information, please visit: http://www.contractscanada.gc.ca/en/trade-e.htm</p>
<p>Q - Is MERX updated daily?</p> <p>Q - How often should you check the site. Is there a specific day the NEW CONTRACTS are posted</p>	<p>A - The MERX website is updated daily and when procurement requirements are ready to post. How often you check the site is your decision.</p>
<p>Q - I already subscribed to MERX but just obtained my PBN. How do I get my monthly MERX charge waived? Who do I contact?</p>	<p>A - You will need to contact MERX. Their telephone number is 1-800-964-MERX (6379)</p>
<p>Q - Are provincial tenders posted on MERX as well? Are there charges for viewing and downloading RFP's for Provincial if you have your PBN?</p>	<p>A – Provincial Tenders are different than Federal Tenders. You'll need to contact MERX to find out what fees are associated for Provincial tenders. You may also inquire with your Provincial government procurement group. For example, in Ontario please visit the Ontario Ministry of Government Services' Supply Chain Management branch for more information on their process (http://www.doingbusiness.mgs.gov.on.ca/)</p>

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MARKETING	
<p>Q - You mentioned the right timing. When specifically should the Small business market to the Government?</p> <p>Q - What if our product does not fit any existing commodity?</p> <p>Q - How can you find these agents for SMEs?</p> <p>Q - What types of marketing should be done by SMEs? Is it different or the same than would be done for private businesses?</p> <p>Q - How do we offer a unique product that can be used by all government branches? This product has no competitive scenarios.</p> <p>Q - Is there a specific division to market "Green Technologies" (Geothermal Heating)?</p> <p>Q - Are there any conferences that focus on marketing to Fed or Provincial officials?</p> <p>Q - Are Government officials obligated to give all SMEs some time to market themselves?</p> <p>Q - Where does one identify the specific Government employee to be marketed too?</p> <p>Q - What forms of marketing are possible? e.g. Marketing, direct mail?</p> <p>Q - What are the best ways to promote my products to the government (i.e direct mail, government directories, telemarketing, etc). If direct mail, email, phone etc. how do I find the proper contacts?</p> <p>Q - We are a professional architectural and interior design consulting firm. How do we / who do we contact to become a preferred consultant to receive RFPs / tender notices etc.?</p> <p>Q - Our product and service offering is unconventional and many decision makers aren't aware that such a service exists. We'd like to be on the radar of government agencies during the brainstorming and decision making stages so that they're aware of alternatives and options available to them. What's the best way to promote directly to government agencies long before they reach the procurement stage?</p> <p>Q - As a group of IT consultants, what is the best way to market ourselves out to the government, we work in a very niche market?</p> <p>Q - Can a company market themselves under multiple sections?</p>	<p>A - Marketing to government can take place any time throughout the year. The federal government's fiscal year runs from April to March. Generally, the end of the fiscal year, January to March is not the best time to market your products and services. The October to December period is best. For advice and tips on promoting your goods and services to government, please visit: http://www.contractsCanada.gc.ca/en/promot-e.htm</p> <p>Marketing should be done proactively by suppliers to the right officials. To begin with, suppliers should know what commodity they fall into in order to strategically market their commodity to the right people. There are several on line tool that suppliers can use to identify the appropriate people to contact.</p> <p>Option 1 - Identify a procurement specialist responsible for you commodity. This can be done using the Procurement Allocation Directory (PAD) http://pad.contractsCanada.gc.ca/applctrl.cfm?language=en. These people can provide you valuable information about what department may be interested in your commodity or have a budget to spend on this commodity. They can also tell you about what Standing Offers, http://contractsCanada.gc.ca/en/so-e.htm, may be in place for you to consider or if one may need to be created. They can also help with a unique / innovative product or solution.</p> <p>Option 2 - Contact a Departmental Materiel Manager, via the DMM tool http://contractsCanada.gc.ca/en/materi-e.html, to propose a marketing meeting. These are the departmental buyers. They may direct you to some other people, who may be the end users, to market to.</p> <p>Option 3 - Use Government Electronic Directory Service (GEDS), the government's white pages, to identify potential officials to market to. http://sage-geds.tpsgc-pwgscc.gc.ca/cgi-bin/direct500/eng/TE?FN=index.htm</p> <p>For further information about marketing or promotion of your commodity please see, http://www.contractsCanada.gc.ca/en/promot-e.htm</p> <p>For a complete list of what the government buys and to identify if your commodity is on the list please download the Commodities Listed in SRI document, http://www.contractsCanada.gc.ca/en/gsin-codes-e.html</p> <p>A - If you are registered in the Supplier Registration Information (SRI) services, you could identify more than one commodity for marketing to the federal government.</p>

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SECURITY REQUIREMENTS	
<p>Q - Does Gov of Canada require a SME to be security checked before the SME can submit a bid?</p> <p>Q - Is the "how to get" security clearance site on the resource guide provided?</p> <p>Q - If security clearance has been granted for one contract will this clearance still be valid for other contracts?</p> <p>Q - What kind of special clearance does one need to provide IT consulting services for various Government Ministries?</p> <p>Q - What kind of security clearance does one need to become a vendor with the government?</p> <p>Q - What security is required for a publishing company in order to offer services? Is security clearance required for all employees or just for the individuals involved in the teaching/training? What type of security is required?</p> <p>Q - How do I get security clearances in advance of bidding for work?</p> <p>Q - Some information services require high security clearance. How can I get one for myself?</p> <p>Q - To obtain security clearances does a SME require a government department sponsor?</p> <p>Q - Can you go through the security screening process without first being awarded a contract?</p> <p>Q - How much does it cost to get secret clearance?</p> <p>Q - You talked about the security clearance. Is that a pre-requisite? If it is, what is the process?</p> <p>Q - Is it mandatory to get security clearances?</p> <p>Q - Are e.g. "secret" security clearances from 2000 still valid or useful for the purposes of the security forms you described?</p> <p>Q - Do you need to do the security clearance before you can participate?</p> <p>Q - How to obtain security clearance, personal and organizational?</p> <p>Q - Do you need to do the security screening prior to registering ?</p> <p>Q - What is the difference in the 3 types of security clearances?</p> <p>Q - Can an SRI be issued before the security clearance process has been completed?</p>	<p>A - It depends on the tender. If there is a security requirement, the tender will specify by which point the company will need to have obtained the clearance.</p> <p>The Canadian Industrial Security Directorate (CISD) is responsible for providing security screening. For more information on security requirements please visit PWGSC's Industrial Security Program website at http://www.ssi-iss.tpsgc-pwgsc.gc.ca/ or call 1-866-368-4646</p> <p>If you are interested in obtaining security clearance in advance of bidding on federal tendering opportunities, and you are located in Ontario, please contact: OSME Ontario Region at 1-800-668-5378 or send an email to ONT.osme-bpme@pwgsc-tpsgc.gc.ca</p> <p>The webinar resources include the information needed for Security Clearances and it was discussed in the webinar as well. You can access the webinar here, www.tdcanadatrust.com/smallbusiness/government_procurement.jsp</p> <p>A - Yes.</p>