



A GUIDE FOR INUIT WOMEN IN BUSINESS

# PROCUREMENT WITH THE GOVERNMENT OF CANADA



# Topics Covered

- The Benefits of Government Procurement
- Procurement Strategy for Indigenous Businesses (PSIB)
- Finding Opportunities
- Building Networks
- Low Dollar value procurement
- Non-Competitive Procurement
- Competitive Procurement
- Procurement Phases
- Digital Procurement
- Supplier Registration
- Benefits to Joining the Indigenous Business Directory
- Next Steps & Resources



# The Benefits of Government Procurement

- Large and stable market
- Supports smaller and diverse businesses
- Rigorous and transparent process
- Access to a wide range of procurement contract opportunities
- Standardized payment terms to improve cashflow
- Potential for long-term contracts
- Reputation and credibility



# Procurement Assistance Canada

- This department supports smaller and diverse businesses through the federal procurement process
- Engages, assists and informs businesses on how to sell goods and services to the Government of Canada
- Works to reduce barriers to ensure fairness in the process
- Looks for opportunities to advance supplier diversity through targeted outreach and advocacy



# Opportunity for Smaller, diverse businesses

- The Government of Canada is one of the largest buyers of goods and services in Canada
- The GOC buys a wide range of goods and services each year, with contract values ranging from hundreds to billions of dollars

**On average, smaller businesses in Canada win most of the total value of contracts awarded each year.**

Small businesses are sought after for their ability to quickly solve problems and meet client needs



# Procurement Opportunities with the Government of Canada

- **Public Services and Procurement Canada (PSPC)** is the main procurement arm of the federal government
- The **Procurement Strategy for Indigenous Businesses (PSIB)** is a federal government initiative designed to increase the participation of Indigenous businesses in federal procurement.



# Procurement Strategy for Indigenous Businesses (PSIB)

- The program was created to support Indigenous economic development and promote greater economic opportunities for Indigenous peoples across Canada.
- Under the PSIB, Indigenous businesses are given preferential treatment in federal procurement processes.
- The program requires federal departments and agencies to make a reasonable effort to identify and include Indigenous businesses in their procurement activities.
- Set-aside opportunities for Indigenous businesses, this requires all government departments and agencies offer a minimum of 5% of the total value of their contracts to Indigenous businesses.



# Procurement Strategy for Indigenous Businesses (PSIB) (continued)

- The PSIB is based on the principle of "best value," which means federal departments and agencies will still consider factors such as price, quality, and delivery when evaluating bids from Indigenous businesses.
- Other initiatives: providing training and support to Indigenous businesses and requiring prime contractors to include Indigenous subcontractors in their supply chains.





# Finding Opportunities

- Inuit Women have many unique skills that set them up to be successful in procurement, such as networking and relationship building, resourcefulness, and ambition.



# Building Networks

- For purchases under competitive procurement threshold levels, connect with officials in departments and agencies to learn about the direction their department's procurement may be heading.
- Connect with the PSPC contracting authority responsible for your particular good or service.
- Promote your business, and share information regarding your capabilities and areas of delivery.



# Low Dollar value procurement

- Low Dollar contracts are below \$25K for goods and below \$40K for services
- Most are awarded using a competitive process, but non-competitive approaches are used in some circumstances.
- Sometimes contracts will be offered through networking, but this is challenging if there is an exhaustive list of potential clients
- Suppliers may be identified through networks and research as well as various federal supplier registration systems.



# Non-Competitive procurement

Sole source (non-competitive) purchasing can only be undertaken in the following four circumstances:

- Pressing Emergency: delays could harm public interest.
- Example: boats needed for an emergency evacuation
- Cost not exceeding \$25,000: not cost-effective to compete
- Not in Public Interest
- Example: national security
- One Known Supplier
- Examples: copyright, license or patent



# Competitive procurement

Procurement over \$25,000 for goods and \$40,000 for services is done through the solicitation of bids and quotes from potential suppliers using a variety of methods.

**The most common types are:**

- A Request for Proposal (RFP)
- A Request for Standing Offer (RFSO)
- A Request for Supply Arrangement (RFSA)
- The contract notice will indicate the method of procurement being used and will outline the solicitation documents.



# Procurement Phases

Contracts go through the following process from beginning to end.

## Pre-contract phase:

when the **planning** happens before a contracting opportunity is posted  
Defining what is needed and how to get it

## Contracting phase:

the contract is **bid on and awarded**  
Inviting bids (offers) from potential suppliers, evaluation of bids, selection of a winning bid, and providing feedback to unsuccessful bidders.



# Procurement Phases (continued)

Contracts go through the following process from beginning to end.

## Contract administration:

the contract is **managed and monitored**

Monitoring the progress of the contract, ensuring that deliveries are on schedule, making payments, monitoring optional periods or quantities, etc.

## Post-contract phase:

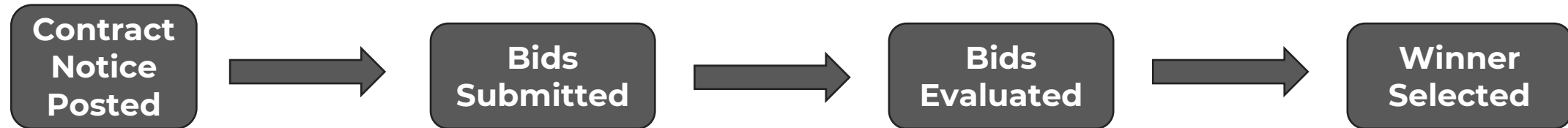
the **final actions** and file closeout

The work is done, payments have been made, issues have been resolved, and contract requirements have all been met, etc.



## Contracting Phase

The competition happens in step 2 (previous slide # 13) and follows these phases.





# Digital Procurement

The government of Canada is moving to “procurement” online — it’s becoming easier than ever to find and win contracts!



# Government Electronic Tendering Service (GETS)

- The official source suppliers should rely on to find Government of Canada contracts.
- Suppliers (businesses) can use [GETS](#) to view and access bid solicitations and search for bid opportunities.
- Easy to navigate and search for new contract opportunities as well as past contract awards.
- Federal departments and agencies use GETS to advertise their requirements.



# CanadaBuys.Canada.ca

- Canada Buys is the source for government procurement information. The website is where federal government departments and agencies post their requirements online
- Search for government contracts and contract history using plain language and filters.
- Find data for any contracts, previous contracts, or current standing offers and supply arrangements.
- Save your search and subscribe for updates by email or web feeds.
- Register in the electronic procurement solution.



## CanadaBuys

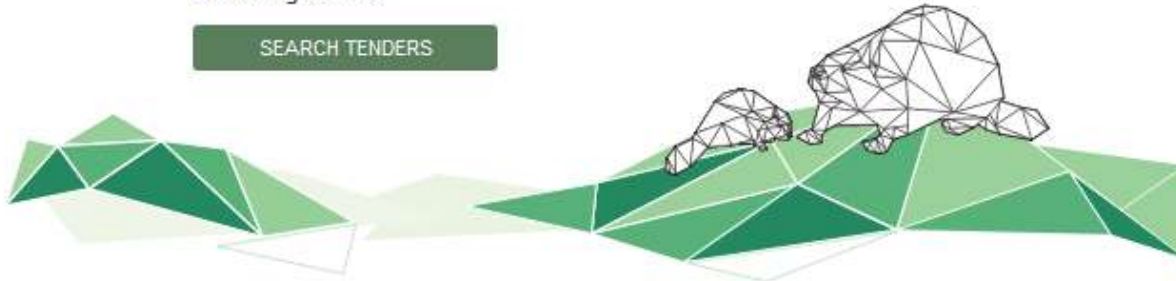
Welcome to the home for doing business with the Government of Canada, where you will find a new suite of online procurement services.



### Find tender opportunities

Are you interested in viewing or bidding on tender opportunities from the Government of Canada and the broader Canadian public sector? Find something that interests you by searching in the CanadaBuys online tendering service.

SEARCH TENDERS



# BuyAndSell.gc.ca

**Your source for detailed procurement information, including:**

- How to register as a supplier
- Procurement policies and guidelines
- Key procurement contacts in departments and agencies
- Procurement initiatives and programs
- Upcoming events and seminars
- Procurement applications

**NOTE:** Canada Buys is gradually replacing buyandsell.gc.ca  
In the meantime, detailed information is still on buyandsell.gc.ca



# PROCUREMENT WITH THE GOVERNMENT OF CANADA



The screenshot shows the homepage of Buyandsell.gc.ca, the Government of Canada's procurement portal. The header features the website name, the Canadian flag, and the word 'Canada'. A navigation bar includes links for 'For Businesses', 'For Government', 'Goods and Services', 'Applications', and 'Procurement Data'. A prominent yellow banner announces 'CanadaBuys' as the new official source for tender and award notices, encouraging suppliers to register in SAP Ariba. Below this, a section titled 'Buyandsell.gc.ca' provides information for Canadian businesses and government buyers. A sidebar on the left offers tools and links to learn about selling, register as a supplier, and search for opportunities. A right sidebar highlights 'COVID-19 Updates' with links to supporting goods and services and the PPE Supply Hub, followed by a 'Help For Businesses' link.

Buyandsell.gc.ca  
Public Services and Procurement Canada

For Businesses For Government Goods and Services Applications Procurement Data

**New!** **CanadaBuys** is the new official source for Government of Canada tender and award notices. This means you can now search for and bid on tender opportunities posted on CanadaBuys.

**Suppliers register in SAP Ariba today!**

Register now to ensure **you transition** to doing business with the new Government of Canada procurement service.  
[Find out how to get started](#)

**Buyandsell.gc.ca**

Information about Government of Canada procurement for Canadian businesses, as well as government buyers, materiel managers and procurement specialists.

Get started selling to the Government of Canada

Tools and information to help your business find tender opportunities and participate in federal procurement.

- [Learn about selling to the Government of Canada](#)
- [Register as a supplier](#)
- [Search for opportunities](#)

**Attention!** COVID-19 Updates

- [Supplying goods and services in support of Canada's response to COVID-19](#)
- [Government of Canada PPE Supply Hub](#)

Help For Businesses



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# Supplier Registration

- To participate in government procurement, you must [register as a supplier](#).
- First, register for a CRA Business Number. This will be asked for in other steps.
- [Register in Supplier Registration Information \(SRI\)](#) to obtain your procurement business number. This number is currently required for bids that are not processed through SAP Ariba. SRI is the basic system for supplier registration.
- [Register in SAP Ariba](#) to view and respond to opportunities posted to the electronic procurement solution. SAP Ariba is a more comprehensive platform for managing larger and more complex procurement projects. Find instructions [here](#).





# Supplier Registration

“There’s a lot to do to register as a business... we’ve spoken to our friends... people say it’s overwhelming. But you just need guidance and a checklist.”

— Inuit Woman Business Owner

- [Register in the Indigenous business directory.](#)

This will give your business a distinct advantage for competitive tenders.

- [Register in the Inuit Firm Registry](#) through Nunavut Tunngavik Inc. (NTI)
- Nunavut-based, 51%+ Inuit ownership only
- \* **There are many other sub-categorical lists that you can register under depending on your business niche. For example: If your business offers a service, you can also register on the Supplier Registration Information (SRI) site or Centralized Professional Services System (CPSS)**





# Benefits to Joining the Indigenous Business Directory

- INCREASED VISIBILITY: the directory is a public search engine available to private industry, municipal, provincial, and federal governments
- FAST AND EASY registration process: 20 minutes to register, 2 days to be approved and published
- PARTNERSHIP BUILDING: seek out opportunities to form partnerships and joint ventures
- STAY INFORMED: upcoming Indigenous procurement events, networking opportunities and important procurement news
- Supports the INDIGENOUS BUSINESS NETWORK in Canada: the more businesses registered demonstrating capacity, the more likely departments will set-aside contracts under Procurement Strategy for Indigenous Business (PSIB)



# **Learn more about procurement with the government of Canada**

There are many resources available to help your business to find success!



## Next Steps & Resources

- Visit the [Register as a supplier](#) web page
- Download reference sheets:
- [Getting started selling to the Government of Canada](#)
- [Preparing to bid on an opportunity](#)
- Consult the [service guide](#) to see how Procurement Assistance Canada can help
- [Register for a seminar](#) to help you understand the process and find opportunities



## Next Steps & Resources

- One-on-one meetings are available to provide more personalized support for your business. [Contact someone today.](#)
- Infoline: call 1-888-247-4016 for questions related to procurement or the **BuyAndSell.gc.ca** website
- There are many self-service tools with instructions and information to help you get started on **buyandsell.gc.ca** and **CanadaBuys**



# Where Can I Get Help?

Pauktuutit has many resources available on our website:

- [Inuit Women in Business Network](#)
- [Business Resources](#)

