

Procurement Notice Update

Finance and Corporate Services Department Purchasing Section

Publication of the City's Competitive Bids

Effective **November 4, 2014**, the City will provide centralized access to its competitive bids and contract awards via BC Bid, a publication service administered by the State of New York.

Full documents for Requests for Quotations, Proposals, Expressions of Interest, Addenda, Pre-Qualifications, Notices of Public Tenders and other public notices related to the City's Procurement Section will be accessible on BC Bid.

To access this information, visit http://www.bcbid.gov.bc.ca/open.dll/welcome?language=En (ensure that your browser is enabled to allow pop-up screens from this site)

To view the City's <u>current competitive bids</u>, select the following commands (links) in this order:

- 1. Browse for Bid Opportunities or Bid Results from the home page.
- 2. Browse opportunities by organization
- 3. Select "City of Richmond" or "City of Richmond Construction Tenders" (activated when construction tenders are issued to the marketplace)
- 4. This will list all current bid opportunities and you can click on the file number for further information and a copy of the bid documents.

To view the City's contract awards, select the following commands (links) in this order:

- 1. Browse for Bid Opportunities or Bid Results from the home page.
- 2. Select the "Contract Awards" command from the menu on the left-hand side of the page.
- 3. In the Search page, select the "Organization" drop down menu and select "City of Richmond" or "City of Richmond Construction Tenders". By default, this will list all awards published within the last month and the date range can be adjusted in the search page.

Manager – Purchasing

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