

## NOTICE OF INTENDED PROCUREMENT (CURRENT BID OPPORTUNITIES)

Trade Agreement Notice Requirements	bids&tenders Response
Procurement entity	Is included on bids&tenders web page for each agency
Procurement Entity Contact Information	Is included on bids&tenders web page for each agency
Procurement number	In system - Bid Number
Procurement Name	In system - Bid Title
a description of the procurement	<p>In system – Description. <b>[we have confirmed with the Federal Government that the Free Preview option complies with the CFTA and CETA requirements, therefore you do not have to go into detail in the description]</b></p> <p>Can include:</p> <p>Buyers should Include description of the procurement, including the nature and the quantity of the goods or services to be procured, or, if the quantity is unknown the estimated quantity, you may also include a statement to “refer to the bid documents”</p>
Bid Notice Type: (Notice of Intended Procurement / Notice of Planned Procurement)	In system – bid status (open or planned)
Procurement Method: (Open to Public, Selective-Qualification,	New field - In-system – Procurement Method

Selective-Multi-use List, Limited, Invitational)	
Bid Type i.e RFP, RFQ, Tender, Non-Binding RFP, RFI, EOI, etc	In-system – Bid Type
Electronic Auction: default not applicable	Will be displayed automatically to display:  “Electronic Auction: Not Applicable”
Negotiation (if applicable)	New field - In system – Negotiation Type
Condition for Participation or Certifications default would be i.e. All interested suppliers may submit a bid or See Bid Document for conditions or a text field is provided to state conditions	New field - In system – Condition for Participation
If Selective Qualification is chosen above: and procuring entity intends to select a limited number of qualified suppliers to be invited to tender, the criteria that will be used to select them and, if applicable, any limitation on the number of suppliers that will be permitted to tender;	New field – in system – drop down list of reasons, only appears if selective option is picked
Purchasing Cooperative	In system – Coop Bids

Bid No /Yes – IF yes list participating agencies	
Commodity Code	In system – commodity codes
Trade agreement	In System – will be automated based on dollar value and pre-configured
Bid Document Access and Costs: How to obtain or pay for subscription or document, if applicable	Generated system message
Bid Submission: Electronic only / Hard copy only / Both	In system – Submission Type
Time-Frame For Delivery of goods or services or the duration of the contract	New field - In system – Timeframe for Delivery
Options/ Term of Contract:	New field - In system – Options / Terms of Contracts
Language for Bid Submissions:	Automatically displayed message:  “Language for Bid Submissions: English unless specified in the bid document”
Bid Status: Open, Closed, Awarded, etc	In system – Bid Status
Publication date	In system – Open Date
Question Deadline	In system – Question Deadline Date
Amendment date	In system – Dates are displayed for addenda
Date closing	In system – Bid closing date/time
Address/Location for submission of Bids:	New In system – Submission location If electronic a message will be displayed
Public Opening	In system – Public opening date
Public Opening Location	In system – Public opening location