

ATTENTION TRADESPEOPLE

**This is your opportunity to be awarded
a spot on a Statewide Contract!**

The Operational Services Division (OSD), the agency that establishes and manages Statewide Contracts (SWCs) for the Commonwealth of Massachusetts, currently is seeking qualified businesses for several trades categories on Statewide Contract.

Statewide Contractor status gives businesses the opportunity to expand their customer base by having their business listed in the state's Trades Index. Organizations eligible to use SWCs include cities and towns, public schools, housing authorities, and many others.

OSD invites you to submit a quote in COMMBUYS, the state's online purchasing and procurement portal. Qualified vendors are awarded a spot on the Statewide Contract.

- ✓ Set up your free business profile in COMMBUYS by registering at [COMMBUYS.com](https://commbuys.com).
 - Find registration guidance on our website: mass.gov/osd/commbuys. Select COMMBUYS Vendor Registration or contact our COMMBUYS Help Desk at 888-MA-STATE (627-8283).
 - In your business profile, select a commodity code(s) that identifies the services your business offers. The commodity codes associated with our Trades contracts are listed on the reverse side for your reference.
- ✓ Find bid information in COMMBUYS: [COMMBUYS.com](https://commbuys.com) > Select available Trades opportunities from the *Important Links* box.
- ✓ Locate additional resources at mass.gov/trades.

Note: OSD Sourcing Teams open and close the Trades Contracts for vendor bid response based on need. Check COMMBUYS for up-to-date information.



Contact Us!

Monday - Friday, 8:00 a.m. to 5:00 p.m.

888-MA-STATE (627-8283) or COMMBUYS@mass.gov



mass.gov/trades

Tradespersons Contracts

TRD01 Contract Categories

Boiler
Drain
Electrical
Fencing
General Contracting
Generator/Turbines
Glass/Window/Doors
HVAC/Sheet Metal
Painting
Plumbing

TRD02 Contract Categories

Asphalt Paving
Carpentry
Excavation
Masonry
Septic

TRD03 Contract Categories

Elevator
Exhaust Systems
Fire Detection
Fire Suppression
Overhead Doors
Signage
Welding

TRD04 Contract Categories

Cleaning Restoration
Compressor Services
Kitchen Exhaust/Duct
Pump & Motor
Roofing





Trades UNSPSC

To search for the appropriate TRD contract to bid on, or to register for COMMBUYS, trades vendors need to know the following commodity codes:

TRD01

Boiler	(72-15-10)
Drain	(70-17-18)
Electrical	(72-15-15)
Fencing	(72-15-40)
General Contracting	(72-11-11)
Generator/Turbines	(72-15-43)
Glass/Window/Doors	(72-15-24)
HVAC/Sheet Metal	(72-15-12)
Painting	(72-15-13)
Plumbing	(72-15-11)

TRD02

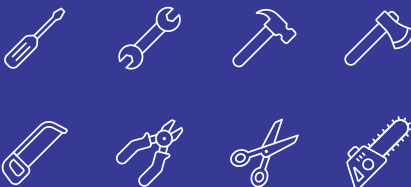
Asphalt Paving	(72-14-10)
Carpentry	(72-15-23)
Excavation	(72-15-00)
Masonry	(72-15-19)
Septic	(72-15-11)

TRD03

Elevator	(72-10-15)
Exhaust Systems	(40-10-15)
Fire Detection	(46-19-15)
Fire Suppression	(46-19-16)
Overhead Doors	(72-15-24)
Signage	(72-15-40)
Welding	(73-18-19)

TRD04

Cleaning Restoration	(76-11-00)
Compressor	(40-15-18)
Kitchen Exhaust/Duct	(72-15-00)
Pump & Motor	(40-15-17)
Roofing	(72-13-00)



What is UNSPSC?

The Commonwealth uses the United Nations Standard Products and Services Code (UNSPSC), similar to a commodity code, to classify goods and services. When the UNSPSC in a vendor's COMMBUYS profile matches the UNSPSC in a bid opportunity, the vendor receives an automatic email notification.

Where and how do I use UNSPSC?

1. Registration

During COMMBUYS registration, new vendors must add at least one UNSPSC to their profile on the Commodity/Service Codes tab. For TRD contracts, add the codes of the categories that match the goods and services your business provides. You may add as many codes to your profile as you like; however, doing so adds you to the notification pool of entities seeking those commodities.

2. Searching for bid opportunities

Vendors may search through all bid opportunities posted on COMMBUYS using the Contract & Bid Search link on the COMMBUYS home screen. By entering the appropriate UNSPSC, vendors may search for opportunities related to their businesses.

Help! I'm lost!

If you get stuck at any point in the COMMBUYS registration or bid search process, contact the COMMBUYS Help Desk! From 8:00 a.m. to 5:00 p.m., Monday through Friday, they are here to help.

Contact the Help Desk at COMMBUYS@mass.gov or (888) MA-STATE (627-8283).

Note: OSD Sourcing Teams open and close the Trades Contracts for vendor bid response based on need. Check COMMBUYS for up-to-date information.

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OPERATIONAL SERVICES DIVISION