



The Canadian Free Trade Agreement (CFTA) requires the following from a procurement entity related to its participation with a buying group:

7. A procurement entity shall publish a notice of its participation with the buying group at least annually on one of the tendering websites or systems designated by its Party. That notice shall direct potential suppliers to the buying group tender notices website if it is different from its Party's tendering websites or systems.

Please note: if your municipality intends to purchase from any of the [SUMAdvantage](#) programs that are offered or listed on the Saskatchewan Urban Municipalities Association website, your municipality is participating in a buying group. The CFTA requires any municipality interested in participating in a buying group to publish a declaration of its intent to participate in a buying group. It is recommended that your municipality's declaration be posted on the public notice website your municipality posts competition documents, such as [SaskTenders](#) or [MERX](#), for a minimum of two weeks. For municipalities that have not used a public notice website, the SaskTenders website is free to use. Log on to the [User](#) page to create an account.

To create your municipality's declaration, copy and paste the paragraph below onto a document with your municipality's letterhead. The following language should satisfy the requirements of the CFTA:

[Insert Municipality Name] intends to participate in one or more procurements conducted by the Saskatchewan Urban Municipalities Association (SUMA) between [insert one year period including month/year]. For further information and access to SUMA request for proposal (RFP) notices, please review the Government of Saskatchewan website at [www.sasktenders.ca](http://www.sasktenders.ca).

It is your municipality's responsibility to be compliant with the CFTA and declare your intent to participate in a buying group. For more information please contact our office.

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