

Procurement in the City

Where Good Things Happen!

Biddingo.com
Paperless Bidding Technology

November 18, 2021

Introducing Biddingo: the City of Yorkton's new online eBidding system

The City of Yorkton is committed to continuous improvement and transparency. As well, we focus on implementing processes which provide efficiencies, protect our environment and give value to our residents and business community.

With this in mind, we are pleased to announce our partnership with **Biddingo** and our plans to move to online electronic bidding (eBidding).

Goodbye to the paper-based bid submission processes.
Goodbye late submissions due to delayed delivery.

Meet **Biddingo!**

Biddingo has been a leading Government Contract Portal in Canada since 1993. Various levels of Governmental Organizations utilize the portal to manage their contracting process, and 80,000 businesses rely on the service to receive opportunities matching their profiles daily.

Benefits?

Biddingo will provide a greater level of security and efficiency for vendors and the City. It's free and easy to use. As a registered vendor, you will also appreciate the ability to:

- Receive an email notice of procurement opportunities relevant to your business.
- Download original documents
- View and download addenda
- Submit bid responses
- View bid results and award notices

Biddingo will allow registered vendors to provide relevant information about their business, including diversity and inclusion statistics to the City staff responsible for procurement. Procurement staff will gain the ability to view and search your company information and link procurement opportunities to the products and services you sell.

eBidding will bring new efficiencies and make it easier to do business with the City of Yorkton by:

- Reducing risk of non-compliant and/or late bid submissions
- Providing City staff with web-based applications to improve processes and procedures
- Improving supplier/vendor communication
- Ensuring a transparent bidding process committed to fairness and compliance
- Robust evaluation tools – evaluators will be able to view and score vendor responses directly online – improving award timelines and supporting supplier debriefs

Interested in doing business with the City of Yorkton?

Register with **Biddingo** in three easy steps by visiting www.biddingo.com/yorkton and clicking on “Vendor Registration”.

Step 1. Identify and Select all applicable Commodities

Step 2. Create your User ID and Password

Step 3. Complete your Company Profile

General Questions

Q1. I am currently registered with SaskTenders and/or have subscribed to the City of Yorkton Bids and Tenders website page, do I still need to create a profile on www.biddingo.com/yorkton in order to bid on the City's procurement opportunities?

A1. Yes. Vendors currently registered with SaskTenders or subscribed to City's website will need to register for **Biddingo** at www.biddingo.com/yorkton

Q2. When can we expect to see the City's procurement opportunities on www.biddingo.com/yorkton

A2. The City intends to start posting our procurement opportunities on www.biddingo.com/yorkton beginning **January 4, 2022**

Q3. Will the City continue to post their procurement opportunities on SaskTenders?

A3. Yes. The City's procurement opportunities will continue to be posted on SaskTenders with a link to www.biddingo.com/yorkton

Q4. How do I submit my bid?

A4. Vendors will now submit their bids through www.biddingo.com/yorkton

Bids will continue to be accepted by paper documentation at the City Clerk's office up until March 31, 2022.

Effective April 1, 2022 only bids submitted through www.biddingo.com/yorkton will be accepted.

Additional FAQs are available in the "Main Menu" at biddingo.com/yorkton

Training and Support

If your organization wishes to respond to eBids on www.biddingo.com/yorkton, you are encouraged to register and sign up for training.

Training is being offered online or in person:

- Free Online Self-Training webinars offered by **Biddingo**.
 - Refer to the City of Yorkton Website for Webinar Links
 - <https://www.yorkton.ca/en/build-invest-and-grow/build-invest-and-grow-bids-and-tenders.aspx>
 - Tuesday, November 30, 2021 at 2:30 pm
 - Tuesday, December 7, 2021 at 2:30 pm
- One on One Sessions (1 Hour) In Person at City Hall -
 - Thursday, December 2, 2021
 - Friday, December 3, 2021
 - Call (306) 786-1710 to book your 1 hour appointment
- Vendors can also contact the **Biddingo** Customer Support Team at 1-416-756-0955 or via email at ebidding@biddingo.com for support.

For more information about **Biddingo**, vendors are encouraged to visit their official website at www.biddingo.com

REMINDER

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