

The City of Orillia set to launch new eProcurement tool

The City of Orillia is launching a new fully-integrated online eProcurement tool on Oct. 14, 2016.

The launch consists of two phases. Phase 1 will allow vendors to view, register and download bids online. Phase 2 of the launch will be implemented in the spring of 2017 and will include the ability for vendors to submit bids entirely online in one quick, easy and convenient location.

“Providing excellent customer service is a priority at the City of Orillia and that certainly extends to the vendors we work with,” said Lynn Telford, Manager of Treasury Services for the City of Orillia. “The new eProcurement tool will help the City create efficiencies in our competitive bidding process and open up new opportunities to suppliers. We look forward to the full implementation of the online tool in spring of 2017.”

Vendors who do not already have a paid subscription can purchase an unlimited annual subscription fee for \$165 from eSolutions at bidsandtenders.ca or orillia.bidsandtenders.ca. For those who do less bidding, a one-time fee of \$45 per download can be purchased. Bid documents can be previewed entirely online before payment is required.

When creating an account, bidders select commodity code(s) for goods, services and construction and the bidding system will notify the vendor by email of any bid opportunities matching their commodity code selection.

The unlimited subscription will provide vendors with the following benefits and services:

- Unlimited access to register for all bid opportunities powered by eSolutions Group Bids and Tenders Software across Canada;
- Automatic notifications of new bid opportunities, addenda, site meeting reminders and bid results;
- Unlimited use of online submissions, document downloads and addenda notices;
- Unlimited category subscription for bid matching;
- Instant access to bid results;
- Customized vendor dashboard that allows quick access to active opportunities and bid history;
- Self-serve profile management;
- Ability to add up to 10 contacts to your account; and
- Ability to register for the emergency contact database.

We invite you to join a free online webinar on Tuesday, Sept. 20 or Tuesday, Oct. 18, 2016, from 11 a.m. – 12 p.m. where we will provide a hands-on, live demonstration of the new tool. Click [here](#) to RSVP. You will learn how to:

- ✓ Create a vendor account
- ✓ View and find bid opportunities
- ✓ Submit and withdraw a bid online
- ✓ Explore the vendor dashboard
- ✓ Manage your bid history

If you have further questions, please contact Lynn Telford, Manager of Treasury Services at 705-325-2460 or by email ltelford@orillia.ca