



Procurement Services Branch

2nd Flr., 270 Osborne St. N.
Winnipeg MB R3C 1V7
CANADA
Phone: 204-945-6361
Fax: 204-945-1455

Manitoba Aboriginal Procurement Initiative (API): Business Registration

Thank you for your interest in doing business with the Manitoba Government.

The Manitoba Government, through its Procurement Services Branch, has developed an Aboriginal Procurement Initiative to increase the participation of Aboriginal businesses in providing goods and services to the Manitoba Government (please see attached overview of the API).

A key component in the success of this Initiative is an **Aboriginal Business Directory** to help government buyers identify Aboriginal businesses and the goods and services they offer. This Directory is used by Government purchasers of goods and services to help them to identify Aboriginal businesses that can potentially meet their contracting needs, and who might then be interested in submitting bids to supply the goods or services required. A business may also be asked at the time it submits a bid to certify that it is an Aboriginal business.

We invite you to confirm that your business meets the criteria to be listed as an Aboriginal business on Manitoba's Aboriginal Business Directory by filling in the attached Registration form. Please forward the completed form by mail or fax it to the Procurement Services Branch at (204) 945-1455.

If you have any questions about the Aboriginal Business Directory or comments about the Aboriginal Procurement Initiative please contact Mark Freedman, Vendor Relations Co-ordinator at:

Procurement Services Branch
2nd Floor –270 Osborne Street N.
Winnipeg, MB R3C 1V7
Phone: (204) 945-0826
Fax: (204) 945-1455
Email: mafreedman@gov.mb.ca
PSB Website: www.gov.mb.ca/gs/psb

Finally, we wish you every success in doing business with the Manitoba Government.

Thank you.

A handwritten signature in black ink that reads "David Ash".

David Ash, Director
Procurement Services Branch

Aboriginal Procurement Initiative

Purpose

The Manitoba Government has taken the first steps in the development and implementation of an Aboriginal Procurement Initiative (API) to increase the participation of Aboriginal peoples and suppliers in providing goods and services to the Manitoba Government.

Key Benefits

Key benefits anticipated through this initiative:

- Engaging Aboriginal suppliers in the tender process;
- Better understanding of the tender process by suppliers;
- Increased competitiveness;
- Increased procurement from Aboriginal business in other ways such as sub-contracting and/or joint ventures;
- Aboriginal business development;
- Indirect creation of new employment opportunities;
- Relationship building between Aboriginal suppliers and government buyers; and
- Better knowledge of Aboriginal supplier base by government buyers.

Benchmarking Other Aboriginal Procurement Programs

An Aboriginal Procurement Work Group with representation from across government has canvassed jurisdictions in Canada and the United States, including organizations such as Manitoba Hydro, to review their strategies for best practices. The Federal Procurement Strategy for Aboriginal Business (PSAB) is the most comprehensive existing model and Manitoba Hydro's Northern Procurement Policy is the best local model. Both have helped shape Manitoba's API framework.

Input from Key Stakeholders

The Work Group has also consulted with various Aboriginal groups. Continued consultations with Aboriginal organizations and businesses are anticipated. Such contributions are essential to an effective Initiative and will inform and help shape the developing API.

Elements of the API

1. Business Development

- **Aboriginal Business Directory**

Procurement Services provides a corporate electronic tool to identify Aboriginal businesses as a resource for government buyers. Data will effectively link business names with key information such as location and the goods or services provided.

➤ **Educational Workshops for Aboriginal Businesses**

Workshops are offered by Procurement Services to Aboriginal businesses on how to do business with the government.

2. Procurement Tools

Several purchasing tool guidelines may be considered to increase government buyers' flexibility and opportunities for Aboriginal businesses. Guideline examples include the following:

Aboriginal Business Sourcing: A process that would inform an Aboriginal business of a tender opportunity that may be of interest to them. A profile of the goods or services the business provides, as indicated in the Aboriginal Business Directory, is matched to tender opportunities advertised by the Manitoba Government.

Aboriginal Content: Is a condition of a contract where the Manitoba government encourages that a portion of the work be provided by Aboriginal business. This condition may be met by the use of Aboriginal business as either the main contractor or as sub-contractors to provide goods, services, construction, equipment, labour, or any combination of these.

Set-Asides: is a procurement for Goods and Services that has been reserved for competition among Aboriginal vendors.

Scoping: Involves breaking down a contract into smaller or specialized work packages to better suit the capability of Aboriginal businesses.

Regardless of which purchasing tool is used, quality, cost, and timeliness of goods and services remain primary criteria in making purchasing decisions.

3. Measuring Success

The API will include a mechanism to measure the achievements of the Initiative across government.

Procurement Services invites your input on the Aboriginal Procurement Initiative. Any comments you might have on the elements of the Initiative outlined above, or any other ideas you would like to offer are welcome. Please send your comments to Mark Freedman at mafreedman@gov.mb.ca or contact:

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The Business Directory is available at <http://www.gov.mb.ca/gs/psb/ABR.pdf>

MANITOBA ABORIGINAL BUSINESS

REGISTRATION

The Procurement Services Branch, on behalf of departments in the Manitoba Government, maintains an inventory of Aboriginal businesses and other potential goods and services providers or organizations. This inventory will form the basis of an Aboriginal Business Directory that will be used by all departments in the Manitoba Government. To have your business/organization included in the inventory, you may complete and forward the following information to the address or fax number below. A business/organization may also be asked at the time it submits a bid to certify that it is an Aboriginal business/organization.

Business/Organization Name		
Address		
City/Town	Province	Postal Code
Telephone	Fax	
E-mail	Website	
Contact Name/Title	Date	

Indicate products and/or services offered and please give specific examples, e.g. Fuel – pumps, bulk sales; or Graphic design – Web site development, logos, desktop publishing, etc.
(attach additional pages if necessary):

I have personal knowledge about the ownership and control of the business/organization named above and certify that, as of the date hereof:

- ◆ at least 51 percent is owned and controlled by Aboriginal people (For purposes of this Directory, Aboriginal is defined as a First Nations, Non-status Indian, Metis or Inuit person who is a Canadian citizen and resident in Canada);
AND
- ◆ if the business or organization has six or more full-time employees, at least one third of them are Aboriginal people.

Signature of authorized representative

Forward To:

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