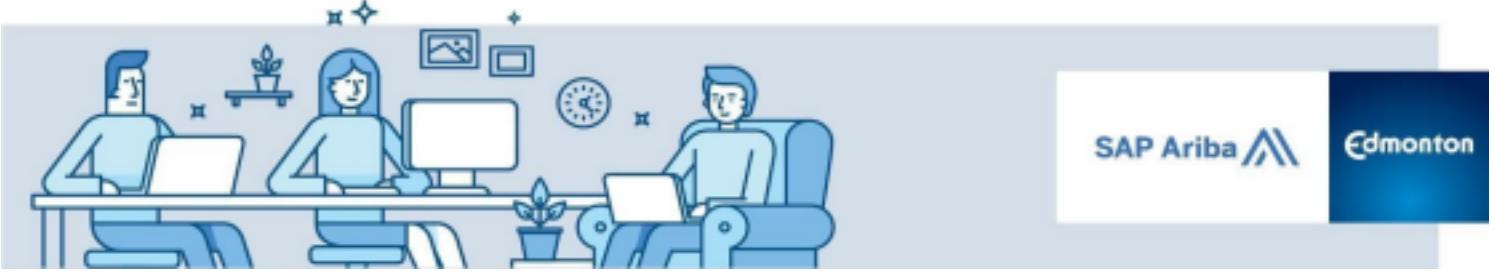




Locating Opportunities - Alberta Purchasing Connection Website

A step by step guide

Step 1: Going to the APC website	2
Step 2: Browsing Opportunities	3
Step 3: Search Opportunities	8
Step 4: Viewing the Opportunity in SAP Business Network Discovery	11



Guide - Locating Opportunities - Alberta Purchasing Connection Website

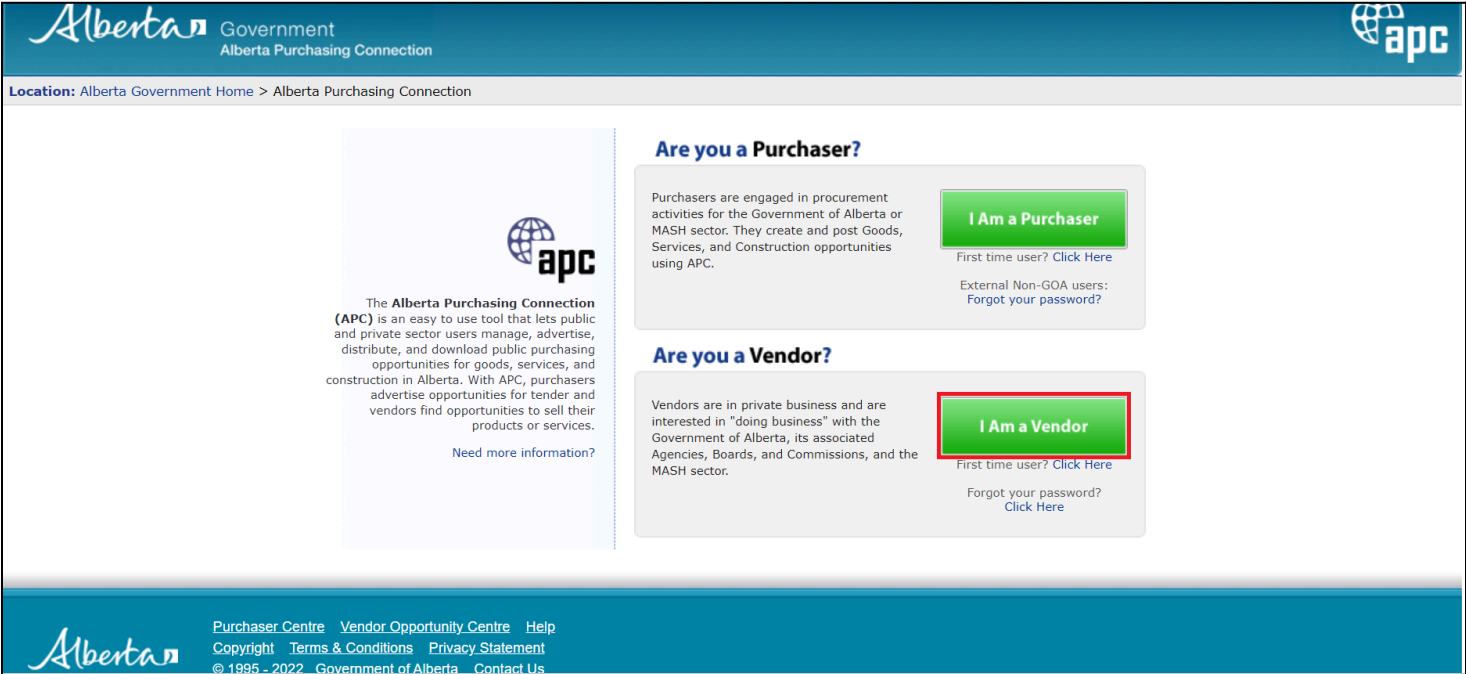
The City of Edmonton posts all procurement opportunities on APC. From the APC site, Suppliers will be directed to the SAP Business Network Discovery site to view the details of the procurement opportunity.

For instructions on creating an SAP Business Network Supplier account, see the [Managing your SAP Business Network Supplier Profile](#) guide.

Step 1: Going to the APC website

- I. To access an opportunity through the APC website, go to the website address <http://www.purchasingconnection.ca>.

- II. At the APC main page click the **I am a Vendor** button to access the opportunities page.



The *Welcome to the APC Vendor Opportunity Centre* page will be displayed.



Guide - Locating Opportunities - Alberta Purchasing Connection Website

Government
Alberta Purchasing Connection

Location: Alberta Government Home > APC Vendor Home

Main Menu

- ▶ Home
- ▶ Search Opportunities
- ▶ Browse Opportunities

Register/Login

- ▶ Register
- ▶ Login

APC Regular Membership

Click below to list your company in APC FREE of charge.

APC Vendor Directory

APC Premium Membership

Click below to take advantage of the benefits of a Premium Membership today!

Valuable services now available to serve you better

APC Premium Membership

Need Help?

Consult our support section for all your questions.

- ▶ Getting Started
- ▶ FAQs
- ▶ User Guide
- ▶ Contact Us

Welcome to the APC Vendor Opportunity Centre

User : Guest (Not Logged In)
Date : Wednesday, July 27, 2022

[Login](#)

[Forgotten your username or password?](#)

Search Opportunities

Browse Opportunities

Help Getting Started

What's New?

The latest information about the Alberta Purchasing Connection.

APC Vendor News

- ⚠ **Procurement Guideline Document**
- ⚠ **Update Regarding AHS Immunization of Workers for COVID-19 Policy**
- ⚠ **Have an issue in APC? Contact the GoA Service Desk!**
- ⚠ **Important Notice from Alberta Health Services**
- ⚠ **Free Trade Buying Group Statement MD of Taber 2021**
- ⚠ **Bid Protest Mechanism (BPM)**
- ⚠ **Notice From The University Of Alberta To Vendors: Fraudulent Purchase Order Activities – BE AWARE**
- ⚠ **The Canada European Union Comprehensive and Economic Trade Agreement (CETA) in effect Sept. 21, 2017**

Doing Business in APC

The APC can help you improve the way you do business.

APC provides vendors with a single connection to public sector purchasing in Alberta and across Canada. We strive to provide vendors with the tools and information to locate purchasing opportunities that will enable their businesses to prosper.

WHAT IS THE APC?

The Alberta Purchasing Connection (APC) enables you to view and download purchasing opportunities that have been posted by the Government of Alberta and the Province of Alberta's MASH sector. APC is the Province of Alberta's official system for posting and distributing purchasing opportunities from the Alberta public sector.

APC does not charge you for browsing opportunities or downloading opportunity documents. However, you are required to be a registered user and logged into APC to be able to download all documents necessary to bid on a purchasing opportunity.

Common Questions:

- How Do I Find a Purchasing Opportunity for My Business?
- How Do I Download Opportunities?
- Using the Vendor Directory
- Key APC Features for Vendors

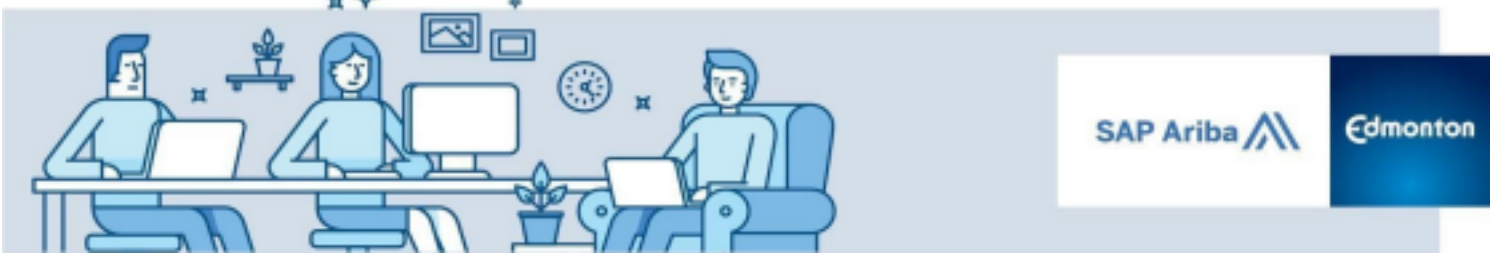
Step 2: Browsing Opportunities

The APC website allows Suppliers (Vendors) to browse for open procurement opportunities.

- I. Click on the **Browse Opportunities** button.

City of Edmonton Corporate Procurement and Supply Services Branch
Updated August 22, 2024

Page 3 of 16



Guide - Locating Opportunities - Alberta Purchasing Connection Website

Alberta Government Alberta Purchasing Connection Contact Us Search

Location: Alberta Government Home > APC Vendor Home

Main Menu

- Home
- Search Opportunities
- Browse Opportunities

Register/Login

- Register
- Login

APC Regular Membership

Click below to list your company in APC FREE of charge.

APC Vendor Directory

Welcome to the APC Vendor Opportunity Centre

User : Guest (Not Logged In)
Date : Wednesday, July 27, 2022
[Login](#)
Forgotten your username or password?

Construction

[Search Opportunities](#) [Browse Opportunities](#) [Help Getting Started](#)

What's New?
The latest information about the Alberta Purchasing Connection.

II. Click on the category of choice: **Goods**, **Services**, or **Construction** to expand the list of relevant commodity groups. Then click on the commodity group to view the relevant opportunities.

Alberta Government Alberta Purchasing Connection Contact Us Search

Location: Alberta Government Home > APC Vendor Home > Browse Opportunities

Main Menu

- Home
- Search Opportunities
- Browse Opportunities

Register/Login

- Register
- Login

APC Regular Membership

Click below to list your company in APC FREE of charge.

Browse Opportunities
Browse through the database of open opportunities.

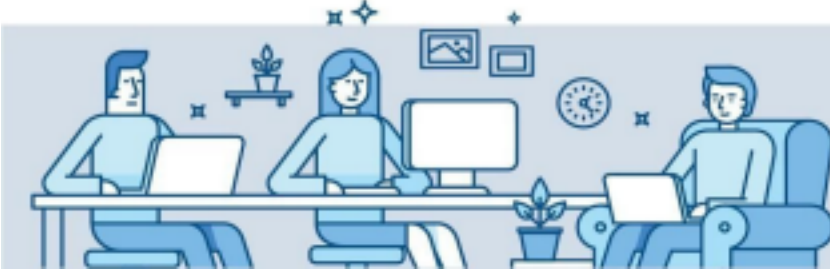
User : Guest (Not Logged In)
Date : Wednesday, July 27, 2022
[Login](#)
Forgotten your username or password?

Set Criteria

Select a category then choose a commodity group to browse opportunities.

Results per page: 10

	Last 7 days	Open
Construction	44	284
Services	86	544
Goods	53	412



Guide - Locating Opportunities - Alberta Purchasing Connection Website

Government
Alberta Purchasing Connection

Location: [Alberta Government Home](#) > [APC Vendor Home](#) > [Browse Opportunities](#)

Main Menu

- ▶ Home
- ▶ Search Opportunities
- ▶ Browse Opportunities

Register/Login

Register

Login

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- ▶ Getting Started
- ▶ FAQs
- ▶ User Guide
- ▶ Contact Us

Browse Opportunities

Browse through the database of open opportunities.

Set Criteria

Select a category then choose a commodity group to browse opportunities.

Results per page: 10

	Last 7 days	Open
Construction	43	284
Services	85	544
Vehicular Equipment Components	0	1
Architect and Engineering Services - Not Related to Construction	13	76
Health Services	0	10
Communication, Photographic, Mapping, Printing and Publication Services	13	66
Service and Trade Equipment	0	2
Environmental Protection (R&D)	1	10
Educational and Training Services	2	49
Social Services	0	15
Engine Accessoires	0	1
Recreational and Athletic Equipment	0	1
Furnaces, Steam Plant, and Drying Equipment and Nuclear Reactors	1	1
Refrigeration, Air Conditioning, and Air Circulating Equipment	2	8
Household and Commercial Furnishings and Appliances	1	1
Personnel Recruitment	1	11
Equipment and Materials Testing	0	1
Quality Control Services	1	8
Administrative and Management Support Services	10	78
Transportation - General (R&D)	2	9
Maintenance and Repair Shop Equipment	0	1
Ships, Small Craft, Pontoons, and Floating Docks	1	2
Other Transport Services	3	15
Metal Bars, Sheets, and Shapes	0	1
Ground Effect Vehicles, Motor Vehicles, Trailers, and Cycles	0	2
Air Transport Services	0	5
Information Processing and Related Telecommunication Services	7	72
Lease or Rental of Facilities	0	2
Miscellaneous	0	4
Communication, Detection, and Coherent Radiation Equipment	0	7
Fire Fighting, Rescue, and Safety Equipment; and Environmental Protection Equipment and Materials	0	4
Operation of Government-Owned Facilities (Non-building)	1	3
Pumps and Compressors	1	1

User : Guest (Not Logged In)
Date : Wednesday, July 27, 2022

Login

[Forgotten your username or password?](#)



Guide - Locating Opportunities - Alberta Purchasing Connection Website

III. Additional details about the relevant opportunities will be displayed by clicking “Open” or “Last 7 days”, including status, opportunity title and description, jurisdiction, closing date, and posting date.

Government
Alberta Purchasing Connection

Location: [Alberta Government Home](#) > [APC Vendor Home](#) > [Browse Opportunities](#)

Main Menu

- ▶ Home
- ▶ Search Opportunities
- ▶ Browse Opportunities

Register/Login

Register

Login

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- ▶ User Guide
- ▶ Contact Us

Browse Opportunities

Browse through the database of open opportunities.

Set Criteria
Results

Found **10** opportunities.

	Status	Title / Description	Jurisdiction	Closing Date (MM/dd/yyyy) ▲	Posting Date (MM/dd/yyyy)
1	Suspended	AB-2016-05216: Odour Control Review City Of Edmonton	Alberta	09/06/2016 04:00:00 PM Alberta Time	08/15/2016 11:18:57 AM Alberta Time
2	Suspended	AB-2014-05022: Subsurface Contamination Audits Alberta Energy Regulator (AER)	Alberta	09/10/2019 02:00:59 PM Alberta Time	09/10/2014 07:27:08 AM Alberta Time
3	Open	AB-2021-05383: Storm Pond Rehabilitation - Environmental Consulting Fort Saskatchewan <small>City of Fort Saskatchewan is seeking environmental / civil engineering consulting services for storm pond rehabilitation.</small>	Alberta	09/20/2021 10:00:00 AM Alberta Time	08/31/2021 09:15:21 AM Alberta Time
4	Suspended	AB-2022-01219: RFP - Kakwa Trail Corridor Consulting Services Greenview	Alberta	07/01/2022 03:00:00 PM Alberta Time	04/14/2022 11:51:14 AM Alberta Time
5	Open	AB-2022-04153: 935216 Overland Drainage Assessment SA Edmonton	Alberta	07/29/2022 04:00:00 PM Alberta Time	06/29/2022 05:26:09 PM Alberta Time
6	Open	AB-2022-04336: Northern Lakes Monitoring – Float Plane Environment And Parks	Alberta	08/01/2022 02:00:59 PM Alberta Time	07/11/2022 11:27:51 AM Alberta Time

User : Guest (Not Logged In)

Date : Wednesday, July 27, 2022

[Login](#)

Forgotten your username or password?



Guide - Locating Opportunities - Alberta Purchasing Connection Website

IV. Click on the title of the opportunity of interest to display the detailed description of the opportunity.

Government
Alberta Purchasing Connection

Location: [Alberta Government Home](#) > [APC Vendor Home](#) > [Browse Opportunities](#)

Main Menu

- ▶ Home
- ▶ Search Opportunities
- ▶ Browse Opportunities

Register/Login

Register

Login

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- ▶ Getting Started
- ▶ FAQs
- ▶ User Guide
- ▶ Contact Us

Set Criteria

Results

Browse Opportunities

Browse through the database of open opportunities.

User : Guest (Not Logged In)
Date : Wednesday, July 27, 2022

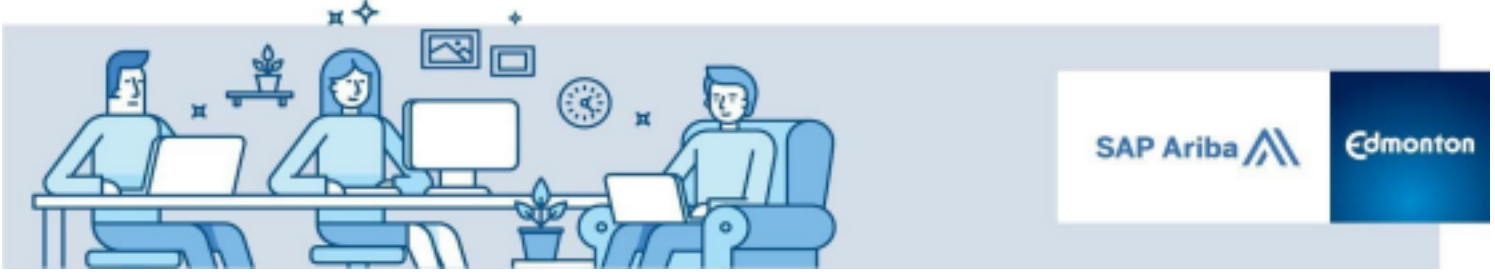
Login

[Forgotten your username or password?](#)

Found **10** opportunities.

	Status	Title / Description	Jurisdiction	Closing Date (MM/dd/yyyy) ▲	Posting Date (MM/dd/yyyy)
1	Suspended	AB-2016-05216: Odour Control Review City Of Edmonton	Alberta	09/06/2016 04:00:00 PM Alberta Time	08/15/2016 11:18:57 AM Alberta Time
2	Suspended	AB-2014-05022: Subsurface Contamination Audits Alberta Energy Regulator (AER)	Alberta	09/10/2019 02:00:59 PM Alberta Time	09/10/2014 07:27:08 AM Alberta Time
3	Open	AB-2021-05383: Storm Pond Rehabilitation - Environmental Consulting Fort Saskatchewan <small>City of Fort Saskatchewan is seeking environmental / civil engineering consulting services for storm pond rehabilitation.</small>	Alberta	09/20/2021 10:00:00 AM Alberta Time	08/31/2021 09:15:21 AM Alberta Time
4	Suspended	AB-2022-01219: RFP - Kakwa Trail Corridor Consulting Services Greenview	Alberta	07/01/2022 03:00:00 PM Alberta Time	04/14/2022 11:51:14 AM Alberta Time
5	Open	AB-2022-04153: 935216 Overland Drainage Assessment SA Edmonton	Alberta	07/29/2022 04:00:00 PM Alberta Time	06/29/2022 05:26:09 PM Alberta Time
6	Open	AB-2022-04336: Northern Lakes Monitoring - Float Plane	Alberta	08/01/2022 02:00:59 PM Alberta Time	07/11/2022 11:27:51 AM Alberta Time

V. Continue to [Step 4](#).



Guide - Locating Opportunities - Alberta Purchasing Connection Website

Step 3: Search Opportunities

An alternative method of locating opportunities is to Search for Opportunities, which enables suppliers to search for opportunities based on a general word search or any combination of search criteria. The search fields allows partial work searches such as "city*" to find opportunities that contain the words "City of Edmonton".

- I. Click on the **Search Opportunities** button on the Vendor APC website.
<http://vendor.purchasingconnection.ca/default.aspx>

The screenshot shows the APC Vendor Opportunity Centre website. The header includes the Alberta Government logo and the APC logo. The main content area features a 'Construction' banner with an image of a construction worker. Below the banner, there are three buttons: 'Search Opportunities' (highlighted with a red box), 'Browse Opportunities', and 'Help Getting Started'. The left sidebar contains a 'Main Menu' with links to Home, Search Opportunities, and Browse Opportunities, as well as 'Register/Login' and 'APC Regular Membership' sections. The top right corner displays user information: 'User : Guest (Not Logged In)', 'Date : Wednesday, July 27, 2022', and a 'Login' button.

Enter information in any combination of the search fields listed.

- II. Click the **Search** button.



Guide - Locating Opportunities - Alberta Purchasing Connection Website

Search

Search for opportunities.

User : Guest (Not Logged In)
Date : Wednesday, July 27, 2022
[Login](#)
[Forgotten your username or password?](#)

Set Criteria | **Results**

Use the search feature to find opportunities based on a general word search or any combination of search criteria. You may use partial word searches such as 'gov*' to find opportunities that contain the words govern or government.

Keyword(s):	<input type="text"/>
Category:	Any category <input type="button" value="v"/>
Reference ID:	<input type="text"/>
Solicitation No:	<input type="text"/>
Status:	Open <input type="button" value="v"/>
Posting Date:	Any post date <input type="button" value="v"/>
Closing Date:	Any closing date <input type="button" value="v"/>
Jurisdiction:	Alberta <input type="button" value="v"/>
Results per page:	10 <input type="button" value="v"/>

Opportunities that match the search criteria will be displayed. Click on the opportunity heading to open a more detailed description of the procurement opportunity.



Guide - Locating Opportunities - Alberta Purchasing Connection Website

Alberta Government
 Alberta Purchasing Connection

Location: [Alberta Government Home](#) > [APC Vendor Home](#) > [Search](#)

Main Menu

- ▶ Home
- ▶ Search Opportunities
- ▶ Browse Opportunities

Register/Login

Register

Login

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APC Vendor Directory

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APC Premium Membership

Need Help?

Consult our support section for all your questions.

- ▶ Getting Started
- ▶ FAQs
- ▶ User Guide
- ▶ Contact Us

Search

Search for opportunities.

User : Guest (Not Logged In)
Date : Wednesday, July 27, 2022

Login

[Forgotten your username or password?](#)

Set Criteria

Results

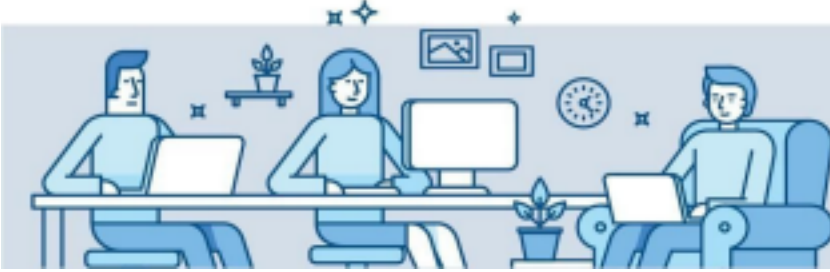
Found **36** opportunities.


	Status	Title / Description	Jurisdiction	Closing Date (MM/dd/yyyy) ▾	Posting Date (MM/dd/yyyy)
31	Open	AB-2022-04336: Northern Lakes Monitoring – Float Plane Environment And Parks	Alberta	08/01/2022 02:00:59 PM Alberta Time	07/11/2022 11:27:51 AM Alberta Time
32	Open	AB-2022-04153: 935216 Overland Drainage Assessment SA Edmonton	Alberta	07/29/2022 04:00:00 PM Alberta Time	06/29/2022 05:26:09 PM Alberta Time
33	Open	AB-2022-04167: Invitation For Expressions Of Interest Design-Build Development Of A Natural Adventure Playground Banff	Alberta	07/29/2022 02:00:00 PM Alberta Time	06/30/2022 11:30:56 AM Alberta Time
34	Open	AB-2022-04310: SCADA – Surveillance And Security Environment And Parks	Alberta	07/28/2022 02:00:59 PM Alberta Time	07/08/2022 10:52:49 AM Alberta Time
35	Open	AB-2022-04312: SCADA – System Integrator Environment And Parks	Alberta	07/28/2022 02:00:59 PM Alberta Time	07/08/2022 11:37:50 AM Alberta Time
36	Open	AB-2021-05383: Storm Pond Rehabilitation – Environmental Consulting Fort Saskatchewan	Alberta	09/20/2021 10:00:00 AM Alberta Time	08/31/2021 09:15:21 AM Alberta Time




Step 4: Viewing the Opportunity in SAP Business Network Discovery

I. **Click** on the "View Bid Package" button to see the list of Opportunity Documents posted for this Sourcing Event. From that list of Opportunity Documents, **click** on the "Sourcing Event Notification" document to get the link to SAP Business Network Discovery.





Alberta Purchasing Connection



Opportunity Notice
935216 Overland Drainage Assessment SA

Opportunity Information

This opportunity will close in 2 days, 4 hours.

Organization:	Edmonton
Organization Address:	
Reference Number:	AB-2022-04153
Solicitation Number:	Doc3415195302
Solicitation Type:	Request for Proposal
Posting (MM/dd/yyyy):	06/29/2022 05:26:09 PM Alberta Time
Closing (MM/dd/yyyy):	07/29/2022 04:00:00 PM Alberta Time
Last Update (MM/dd/yyyy):	07/26/2022 11:20:59 AM Alberta Time
Agreement Type:	NWPTA/TILMA & CFTA & CETA & TCA
Region of Opportunity:	Open
Region of Delivery:	Alberta
Opportunity Type:	Open & Competitive
Commodity Codes:	R019UA: Professional Services / Assets Value Assessments AH115032: Environmental Assessment (R&D) 5133D: Sewers/ Drainage R019P: Threat and Risk Assessment Services

Response Submission:

Response Contact:

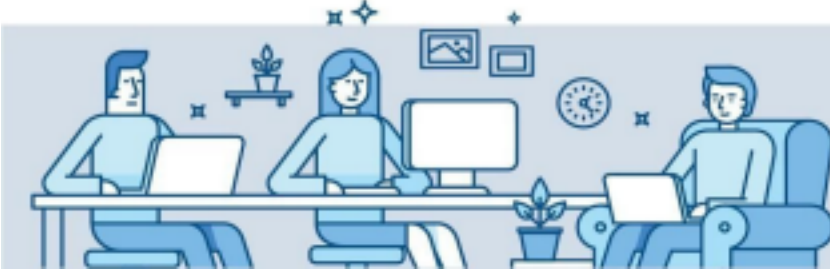
Category: Services

Potential vendors (bidders) may view the bid package here.

[View Bid Package](#)

Interested vendors (bidders) who wish to submit a response to this opportunity should register their interest by downloading the document(s) from the bid package.

[View Interested Vendors \(Bidders\)](#)



Alberta Purchasing Connection



Location: Opportunity Preview > Opportunity Bid Package

Opportunity Notice 935216 Overland Drainage Assessment SA

Opportunity Information

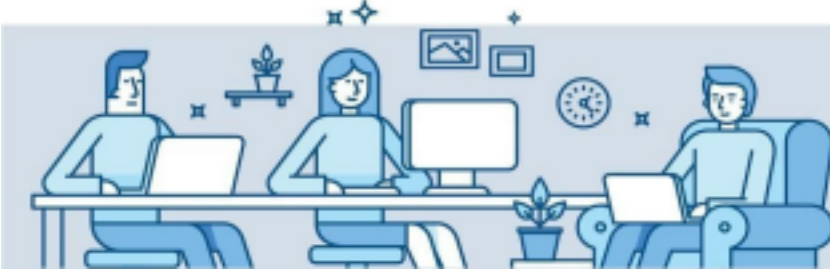
This opportunity will close in 2 days, 7 hours.

Organization:	Edmonton
Organization Address:	
Reference Number:	AB-2022-04153
Solicitation Number:	Doc3415195302
Solicitation Type:	Request for Proposal
Posting (MM/dd/yyyy):	06/29/2022 05:26:09 PM Alberta Time
Closing (MM/dd/yyyy):	07/29/2022 04:00:00 PM Alberta Time
Last Update (MM/dd/yyyy):	07/26/2022 11:20:59 AM Alberta Time

Bid Package

Opportunity Documents:

Description	Document	Size
Opportunity Notice 07/26/2022 11:21 (Alberta Time)	✓ Notice.pdf	53.86 KB
Sourcing Event Notification	✓ 935216 Sourcing Event Notification_Doc3415195302.pdf	93.38 KB
Addendum No.1 (Response to Bidder Question)	935216_Addendum 1_ Overland Drainage Assessment SA.pdf	43.68 KB



Sourcing Event Notification

SOURCING EVENT NOTIFICATION

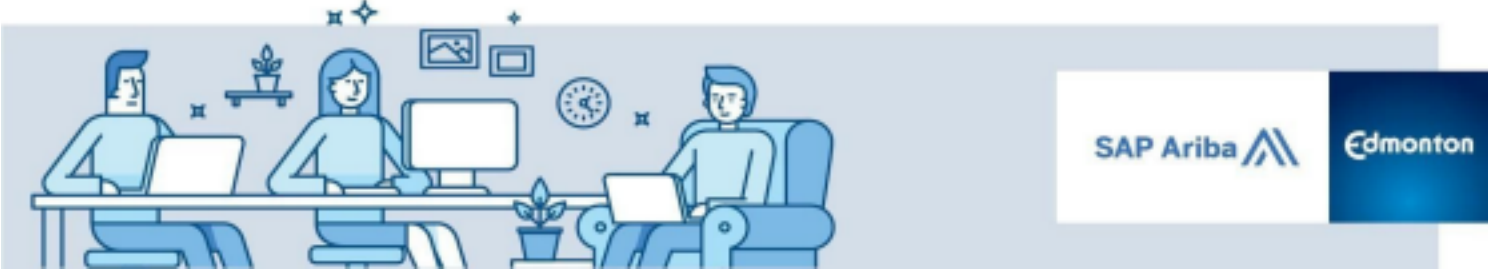
Opportunity:	City of Edmonton
Sourcing Event ID:	Doc3415195302
Sourcing Event Description:	935216 Overland Drainage Assessment SA
Post Date:	June 29, 2022
Contract Duration:	36 months, with an option to extend on the same terms and conditions for three optional one year term(s)
Contact Name:	Miwa Noborio
Contact email:	miwa.noborio@edmonton.ca
Contact phone:	780-496-3819
Procurement Method	Request for Proposal (RFP)

Procurement method may involve negotiation if the best-evaluated bid exceeds the City's budget.

Please be advised that the subject **Sourcing Event** has been posted to SAP Ariba Discovery. In order to participate in the City of Edmonton's sourcing events, a free SAP Ariba account is required. This **Sourcing Event** can be accessed using the link below:

Link: <http://discovery.ariba.com/rfx/13437830>

Ariba Discovery has a Help feature in the right hand corner of the screen, which provides step-by-step instructions, videos and live help. Additionally, a step-by-step [Supplier's User Guide](#) has been created and is available on edmonton.ca.



Guide - Locating Opportunities - Alberta Purchasing Connection Website

II. To respond to the opportunity, click **Respond to Posting**.

Back to Search Results

This is a public sector / buyer funded posting and you can respond for free

935216 Overland Drainage Assessment SA Open

The City of Edmonton

Posted On: 29 Jun 2022
Open for bidding on: 29 Jun 2022
Response Deadline: 29 Jul 2022 3:00 PM PDT

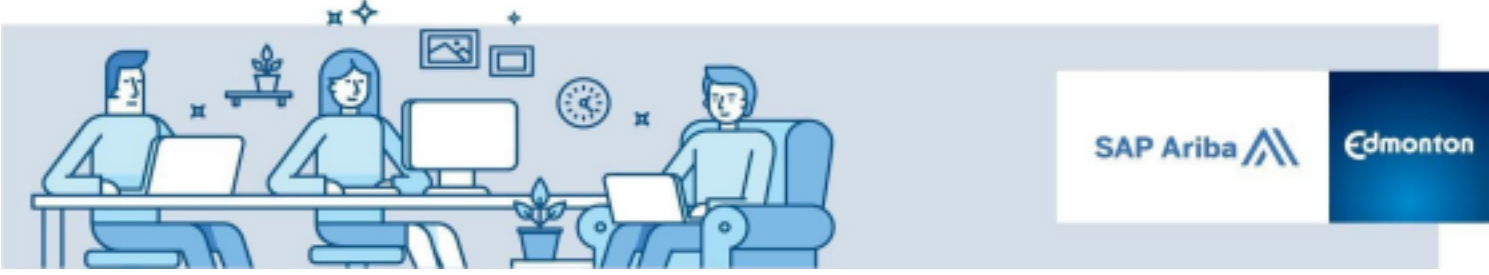
Respond to Posting Add to Watchlist Not Interested | Share: Leave feedback

Opportunity Amount: \$400,000.00 to \$600,000.00 CAD
Contract Length: 36 months
Response Deadline: 29 Jul 2022 3:00 PM PDT
(Buyers can close postings early)
Posting ID: 13437830(Doc3415195302)
Posting Type: Request for Quotation
Public Posting: <http://discovery.ariba.com/rfx/13437830>

Product and Service Categories	Ship-to or Service Locations
<ul style="list-style-type: none">Land drainage servicesStorm water drainageGroundwater pollution drainage services	<ul style="list-style-type: none">Alberta - Canada

Posting Summary
Work under this Agreement of Overland Drainage Assessment is intended to provide services for a variety of small (i.e. local park) and medium-size (i.e. district park) projects whose size, value

III. The supplier will be prompted for their SAP Business Network user ID and password. If the supplier does not have an SAP Business Network login, click the **Register Now!** link and click **Register as Supplier**.



Guide - Locating Opportunities - Alberta Purchasing Connection Website

Login

Log in to access secure features.

User : Guest (Not Logged In)
Date : Wednesday, July 27, 2022
[Login](#)
[Forgotten your username or password?](#)

You must login to gain access to this feature.

Anybody can search, browse and view opportunity notices on the APC site. However, in order to download a complete opportunity that you may want to respond to, you will need to login as a registered user. Note: your browser must have cookies enabled to login.

Not a registered user? Please register as a **New User**.

Forgotten your username or password? Please [click here](#).

User Name:
Password:

[Login](#)

NOTE: Your user name is not necessarily your email address. If you are unsure of your username, click the link above for forgotten username and follow the instructions. You will receive an email with your username.

New user? Register here for FREE!

Join the network of companies that already depend on Ariba to help establish new business relationships!

<p>Register as a Buyer and enjoy these privileges:</p> <ul style="list-style-type: none">▶ Automated distribution of your Discovery Posting to qualified suppliers▶ Receive and manage supplier responses with an online dashboard▶ Search and discover new suppliers in over 12,000 categories <p>Register as Buyer</p>	<p>Register as a Supplier and enjoy these privileges:</p> <ul style="list-style-type: none">▶ Search and automatically receive new business opportunities▶ Gain visibility to new potential customers and markets worldwide▶ Build your reputation among a community of leading purchasing organizations <p>Register as Supplier</p>
---	---

IV. To complete registration as a supplier, if you do not have an account, refer to the instructions (Step 3 and onwards) in guide [How to Register with the SAP Business Network Network](#).

V. If you have an SAP Business Network account or completed registration as a new supplier, refer to [Responding to a Sourcing Event](#) guide.