

ADDENDUM TO REQUEST FOR SUPPLIER QUALIFICATION

SECOND-STAGE SELECTION PROCEESS.

The Second-Stage selection process is determined based on the dollar value of procurement, including possible extensions.

The following guides the Children’s Aid Society of Ottawa in the Second-Stage process:

Procurement Value	Minimum Number of Suppliers to be Invited to the Second-Stage Selection
\$0 up to but not including \$25,000	1
\$25,000 up to but not including \$100,000	3
\$100,000 up to but not including \$250,000	5
\$250,000 up to the VOR ceiling price	7
More than the VOR ceiling price	Open competitive procurement

The posting of opportunities will only occur when there is the requirement for an Open competitive process. Where there are fewer members on the VOR list than in the schedule, all suppliers will be invited to participate in the invitational process.

2015-11-24