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To: Buyers, Procurement Services

Subject: **Minimum publication periods of Calls for Tenders on SEAO**

AUTHORITY

The present Directive is issued under the authority assigned to Procurement Services by the Procurement Policy.

PART I – PURPOSE AND SCOPE

Quebec's intergovernmental accord with the European Union, the legal timelines prescribed for bidder complaints management and AMP intervention as well as generally accepted tendering practices require a common framework of publication periods of call for tenders on SEAO.

To ensure the sustained implementation of this framework, Procurement Services hereby issues this **Directive**, effective as of the date hereof.

PART II - INSTRUCTIONS

- 2.1. For public calls for tenders forecast to result in contracts of a value of \$121,200 up to \$366,799, the minimum SEAO publication period will be twenty-one (21) calendar days.
- 2.2. For public calls for tenders forecast to result in contracts of a value of \$366,800 up to \$999,999, the minimum SEAO publication period will be twenty-five (25) calendar days.
- 2.3. For public calls for tenders forecast to result in contracts of a value \$1,000,000 or over, the minimum SEAO publication period will be thirty (30) calendar days.
- 2.4. No publication of any public call for tenders will be issued during the period of two (2) weeks prior to major statutory / industry holidays (Construction, Christmas Holidays, etc.) unless approved in writing by the Associate Director or Director.