

François Pouliot
Director, Procurement Services

Directeur, Services de l'approvisionnement

Financial Services
3465 Durocher Street, Room 107
Montréal (Québec) Canada H2X 0A8

Services financiers
3465, rue Durocher, bureau 107
Montréal (Québec) Canada H2X 0A8

TEL: (514) 398-2658
FAX: (514) 398-1885
Email:françois.pouliot@mcgill.ca

Date: February 4, 2021

Object: Interactions with the Autorité des marchés publics (AMP)

AUTHORITY

The present Directive is issued under the authority of the Director, Procurement Services.

PART I – PURPOSE AND SCOPE

This directive is issued to ensure that all requests received by the University's buyers and lead buyers from the Autorité des marchés publics (AMP) with respect to calls for tenders and contracts are redirected to the Director, Procurement Services.

PART II – INSTRUCTIONS

- 2.1** Upon receiving an email or postal mail from a representative of the AMP regarding a contract or a call for tenders, the buyer or lead buyer will forward the email to the Director, Procurement Services.
- 2.2** If the buyer or lead buyer receives a telephone call from a representative of the AMP regarding a contract or a call for tenders, the buyer or lead buyer will transfer the call to the Director, Procurement Services or provide the representative of the AMP with the Director's telephone number.
- 2.3** The Director, Procurement Services will consult the buyer or lead buyer to obtain any information required to respond accurately to the request from the AMP.
- 2.4** The Director, Procurement Services will involve the buyer or lead buyer in any exchanges with the representative(s) of the AMP as necessary.

PART IV – DIRECTIVE RENEWAL

This directive will remain in force until such time as it is incorporated into the appropriate University procedures or until it is repealed by the Director, Procurement Services.