

Downloading Tenders and Quotations

Most of the tender, quotation, RFP and EOI documents are available from our website:

<http://www.halifax.ca/procurement/index.html>

1. Click on "Current Tenders/Quotes."



HALIFAX
REGIONAL MUNICIPALITY

RESIDENTS VISITORS BUSINESS GOVERNMENT

Procurement

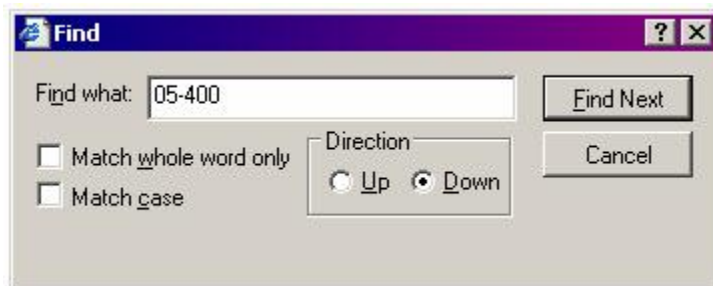
WELCOME TO THE HALIFAX REGIONAL MUNICIPALITY
PROCUREMENT OPPORTUNITIES NOTICE BOARD

Introduction: This page is used to provide interested groups/individuals an opportunity to freely access tender information easily, quickly and at a single location. To view the tenders, quotations, and other opportunities that are currently available, please click the "Current Tenders/Quotes" link on the Menu on the left.

Most tender documents can be downloaded directly from our website. This is indicated by a "Get File " link to the right of the tender name. Those tenders without a "Get File " link are not available electronically and must be picked up from our office. To

2. Turn off any pop-up blocking programs you have on your computer.
3. Scroll down the page until you see the reference number and description of the tender/quotation etc. that you are looking for. They are arranged by date posted, with the most recent additions at the top.

Tip: to find the one you're looking for quickly, press Ctrl-F on your keyboard, type the reference number of the document (eg, 05-400) into the box, and click "Find Next."

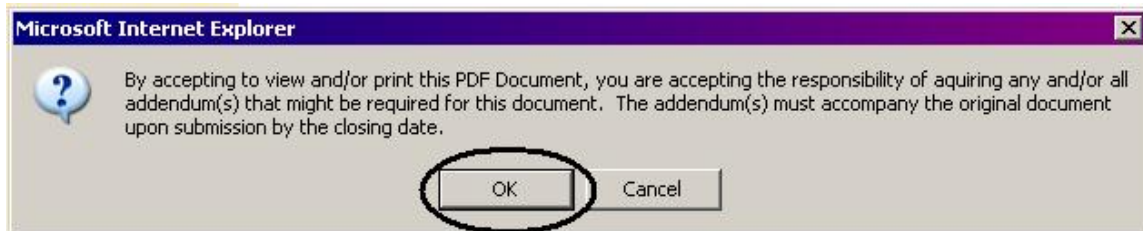


4. Click the “Get File” link to the right of the description.

If there is no “Get File” link, then the tender/quotation etc is not available for download. Please call our office to arrange pickup.

05-409	One (1) 2006 Model Cargo Van - 9,600 G.V.W.	N/C	11/16/05	None	Contact	Get File
--------	--	-----	----------	------	---------	-------------

5. Click “OK” to the box that pops up.



6. Fill in your company information in the next box, then click “Continue.”

Halifax Regional Municipality Procurement

Company Name:

Contact Name:

Phone: () - -

Fax: () - -

E-mail:

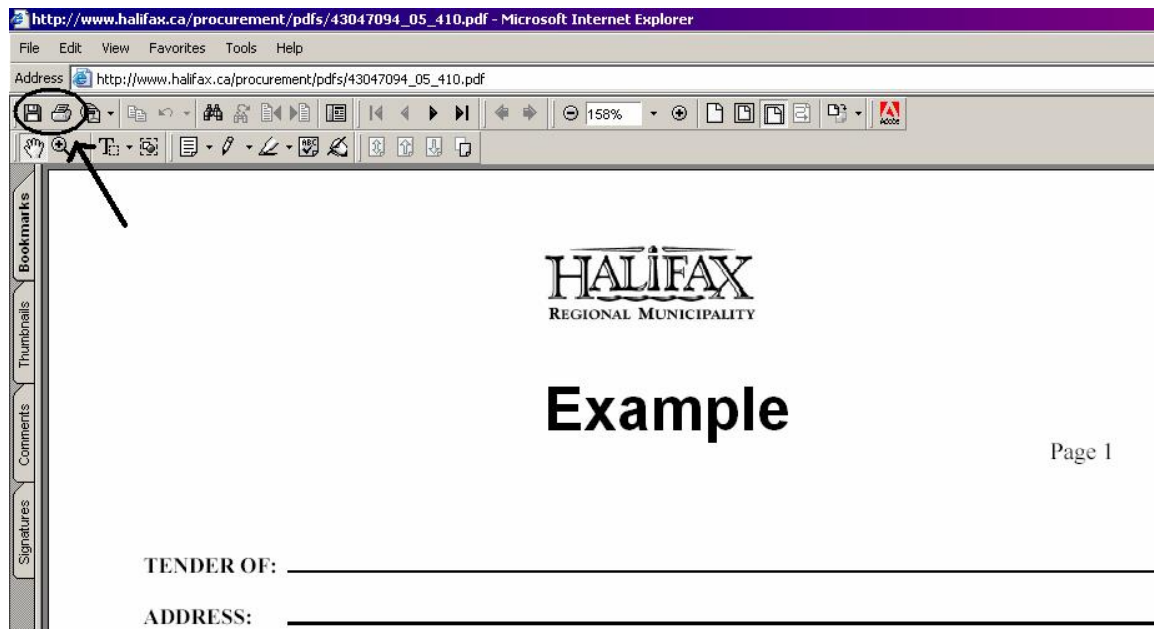
Other Information:

Remember Me:
(Uses Cookies)

7. The file will open using Adobe Reader. If you do not have Adobe Reader, you can download it here:

<http://www.adobe.com/products/acrobat/readstep2.html>

8. You can now save and print the document using the buttons in the top left.



If you have any technical difficulties, please contact our office.

We are open Monday to Friday, 8:30am – 4:30 pm.

Telephone: (902) 490-4170

Long Distance: 1-800-835-6428 (Nova Scotia only)

Email: procure@halifax.ca

Thank you for your interest!