

## Aboriginal Procurement Initiative - Overview

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Date: April 1, 2009

Replaces Date: November 18, 2008

### Background

The Manitoba Government, through its Procurement Services Branch, has developed the Aboriginal Procurement Initiative (API) in order to increase the participation of Aboriginal business providing goods and services to Manitoba Government departments.

#### The API will:

- support Manitoba's commitment to community economic development for a provincial economy that is more inclusive, equitable, and sustainable
- use procurement practices to assist in the development of Aboriginal business
- maximize opportunities for Aboriginal business to access government tenders, while maintaining competitive pricing for government

#### Potential benefits:

- help stimulate Aboriginal business development
- increase procurement from Aboriginal businesses through sub-contracting and/or joint ventures with the general business community when bidding on tenders
- build relationships between Aboriginal business, government Administrators and the general business community
- improve understanding of the tender process by Aboriginal business
- increase knowledge of the Aboriginal business community by government Administrators

### API Framework

#### 1. Aboriginal Business

- An Aboriginal Business must be at least 51% owned and controlled and, if it has six or more full-time employees, at least one-third of its employees must be Aboriginal persons.

#### 2. Aboriginal Procurement Criteria

- On all procurement, an assessment is undertaken to determine if the requirement meets any of the following Aboriginal Procurement Criteria:
  - The requirement is culturally specific to Aboriginal people (ex: Aboriginal art, cross-cultural awareness workshops), or
  - The requirement is primarily designated for Aboriginal people (ex: a study on diabetes within the Aboriginal community, an Aboriginal event planner for an Aboriginal event, an Aboriginal conference or event, focus of the requirement is Aboriginal in nature).
  - Exception: goods or services already on established contracts holding a legal requirement to use the contract.

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### 3. Aboriginal Business Set-Aside

- An Aboriginal Business Set-Aside is a procurement that has been reserved for competition among Aboriginal business only.
- A Set-Aside may be used when API Criteria is met.
- A Set-Aside must be supported by sufficient competition and capacity to be able to reserve the entire requirement for competition among Aboriginal business only.
- To qualify for an Aboriginal Business Set-Aside the prime contractor and any subcontractors must always be an Aboriginal business.

### 4. Mandatory Aboriginal Business Participation

- Mandatory Participation is a mandatory condition of a contract that requires a portion of the work be provided by Aboriginal business.
- Mandatory Participation may be used when Aboriginal Procurement Criteria is met but the capacity to do the work is unknown or is known to be insufficient to provide the entire requirement without the participation of non-Aboriginal business.
- To achieve Aboriginal business participation, the use of partnerships and/or contractors and subcontractors is expected and encouraged.

### 5. Aboriginal Business Participation

- Aboriginal Business Participation is a desirable condition of a tender (not mandatory) and requests that Aboriginal business provide a portion of the contract to the greatest extent possible.
- This option is used when the requirement does not meet Aboriginal Procurement Criteria, but the Administrator believes that the requirement may provide an opportunity to encourage Aboriginal business participation.

### 6. Aboriginal Business Directory

- A key component of the API is the Aboriginal Business Directory that includes:
  - a listing of Manitoba and Canadian Aboriginal business, non-profit organizations and economic development corporations
  - a profile including the name of the Aboriginal business, who to contact and the goods or services the business offers
- Businesses in the Aboriginal Business Directory have self-declared that they have met Manitoba's definition of an Aboriginal business. The purpose of the Aboriginal Business Directory is to:
  - help Administrators identify an Aboriginal business that may be able to provide the goods or services they require
  - promote partnerships, joint ventures and/or subcontracting with an Aboriginal business when bidding on tenders
  - provide networking opportunities for Aboriginal and general business

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- identify participants for Aboriginal Business Relationship Building activities
- The Aboriginal Business Directory is primary an information source for government buyers and for businesses who may be seeking partnerships and subcontracting arrangements with an Aboriginal business.
- An Aboriginal business may also be asked at the time it submits a bid to certify that it continues to qualify as an Aboriginal business.

### How to Register in the Aboriginal Business Directory

- An Aboriginal business may register in the Directory by completing the **Manitoba Aboriginal Business Directory Registration Form**, available online at [www.manitoba.ca/mit/psb/api](http://www.manitoba.ca/mit/psb/api) or by contacting Procurement Services Branch.
- Mail or fax the Registration Form to:

Mark Freedman, Vendor Relations Coordinator  
Procurement Services Branch  
Phone: 204-945-0826  
Fax: (204) 945-1455  
[Mark.Freedman@gov.mb.ca](mailto:Mark.Freedman@gov.mb.ca)

### Inquiries

Additional information regarding the API may be obtained by contacting Procurement Services Branch:

Mark Freedman, Vendor Relations Coordinator  
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