

Communications Services

Supplier Registration

Email completed reference package to commtenders@gov.sk.ca.

Please be sure to attach completed reference check forms and any additional pages as needed.

Legal Company Name: _____

Head Office Address: _____

City: _____ Province: _____ Postal Code: _____

Website: _____

Date your company was established: _____ Branch office(s) location(s): _____

Appointed individual who will be the main point of contact and have authorized responsibility to submit bids through the online procurement system:

Name: _____

Phone number: _____

Email: _____

Is your firm affiliated (legal or informal) with any other companies? If so, please identify the firms and the nature of the affiliation.

Company Name	Affiliation

Employees (owners/partners/contractors are not to be included):

Number of full-time staff: _____ Number of part-time staff: _____

Please identify any partners employed by the Government of Saskatchewan in the past two years and where they were employed:

Partners Employed by Government of Saskatchewan	Ministry/Branch

Please identify the sub-classifications that you are capable of providing as in-house services. You will not be registered in any communications service category that you sub-contract.

Primary Research & Analysis

Primary Research & Analysis

Marketing & Communications

Marketing Strategy

Communications Strategy

Writing

Experiential Marketing

Social Media Management

Media Training

Production

Video Production

Sound Production

Animation

Photography

Design & Desktop Publishing

Graphic Design

Desktop Publishing

Client References: To be registered in the business classification(s) selected above, please provide three client references you have worked with in the past two years for each classification. A reference may speak to multiple classifications. Do not include Government of Saskatchewan clients. Please attach the completed reference forms.

Authorization of data:

I/We wish to register my/our company as a potential supplier of goods and/or services to the Government of Saskatchewan.

I/We certify that the information contained in this registration form is correct and current.

I/We further certify that my/our company shall comply with the provisions of the Purchasing Act of Saskatchewan, and its attendant Purchasing Agency Operating Regulations.

I/We certify that my/our company will comply with the policies required by Communications Services.

I/We certify that neither the applicant nor any persons (or concerns) have any connection with the applicant as a principal or officer, so far as known, and is not deterred or otherwise declared ineligible by any public agency from bidding or furnishing materials, supplies or services to a public sector agency thereof.

I confirm that the information provided in this registration is accurate to the best of my knowledge.

I confirm that the above form is complete, including references.

I confirm that all references have completed the reference check form and all reference check forms are attached.

Submitted/Prepared by:

Name of Authorized Principal:

Date:
