



Global Bid Opportunity Finder

Quick Start Guide



Taking advantage of global opportunities

CCC's Global Bid Opportunity Finder:

- ➔ **Is your one-stop shop:** Consolidates results from 30+ sources in 200+ countries so you can search all of your favourite e-tendering portals in one place, with a single account.
- ➔ **Auto-translates in both official languages:**
Eliminates language barriers and providing access to opportunities wherever they are in the world.
- ➔ **Makes multiple search methods simple:** Search by country, region, industry or keywords — and save preferred search parameters for future use.
- ➔ **Alerts you to new opportunities:** Set-up automatic email alerts to ensure you never miss an opportunity!



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Access

Get started on the Homepage

Sign up

The Global Bid Opportunity Finder is available exclusively to Canadian companies. To sign up:

1. Click on **Free Registration**, **Register Now** or **Step 1** to begin.
2. Complete the registration form, read and accept the User Agreement and Privacy Policy, and hit **Register** to submit.
3. Sign in by clicking on **Login** top right or **Step 2** or **3**.



Step 1

Register



Step 2

Search or get relevant bid opportunities delivered straight to your inbox



Step 3

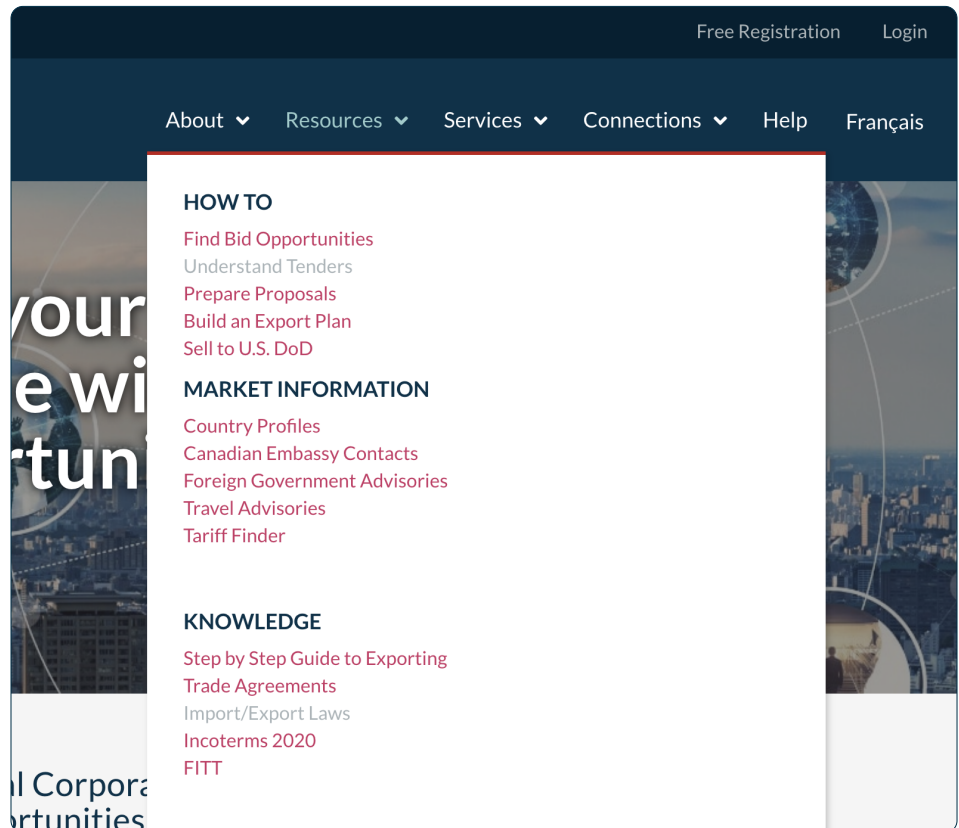
Bid and scale your business through exporting

Explore the top navigation menus

You'll find links to **Resources** like how-to guides, market information and exporting knowledge centres. You'll get access to **Services** to help you identify opportunities, manage risk and finance your efforts, as well as **Connections** to organizations and partners that can help you succeed.

TIP: See GBOF in action

[Watch an intro video](#) to tour GBOF and learn the basics.



Access exporter resources

Use **Exporter Resources** to access services and information on exporting your products and services abroad, including:

- Permits and restrictions
- Support and financing
- Global tariffs
- Networking opportunities
- Trade missions and events
- And more

Exporter Resources

[Click Here](#)

How to Build Winning Proposals

[Click Here](#)



DEEP DIVE: Understand overseas opportunity

From aerospace and electronic systems to office desks and chairs, foreign [government procurement markets](#) are worth hundreds of billions of dollars annually. Some estimates suggest that government procurement represents between 13% and 20% of a country's GDP. This represents significant opportunity for Canadian exporters.

Public Works and Government Services Canada (PWGSC) [provides examples of what the Government of Canada is buying](#) for reference.

DEEP DIVE: Don't forget domestic

To complement your foreign government procurement strategy, check out the many tools available to support you in doing business with the Government of Canada.

See if there's a [free seminar](#) that can help your business.

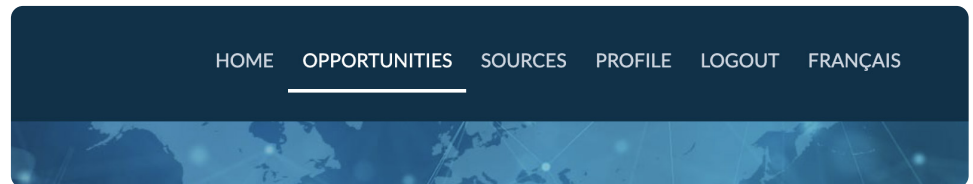
Search

Get to know the Opportunities page

Explore top navigation

Use the buttons up top to:

- Return to **HOME** page
- Search for **OPPORTUNITIES**
- See web **SOURCES** for all tenders
- Update information in your **PROFILE**
- **LOGOUT** or toggle between **EN** and **FR**



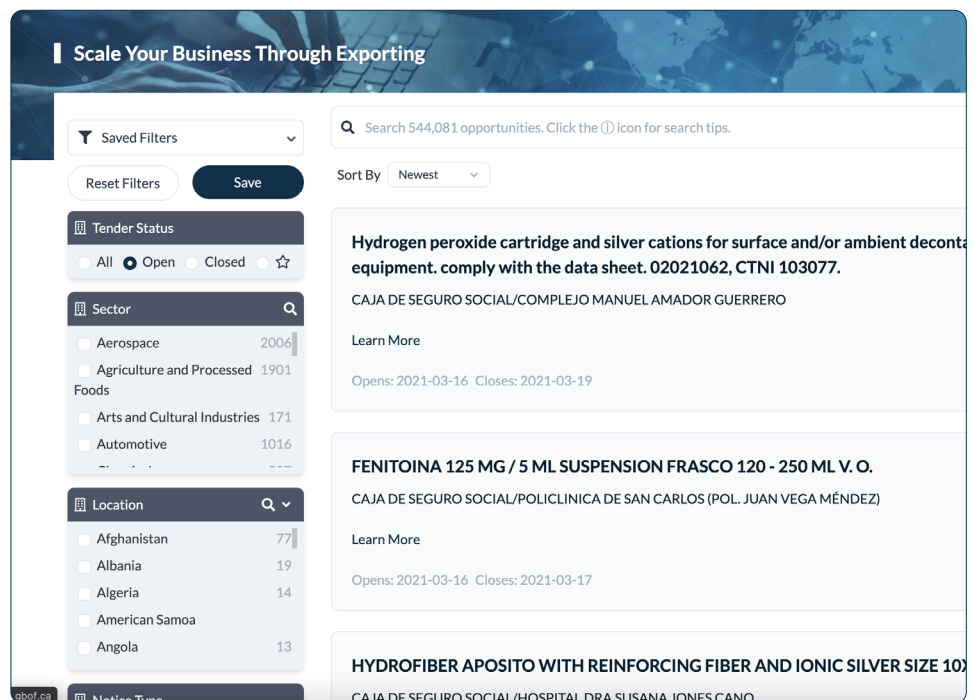
TIP: Narrow your search as much as possible

The number of pages of tenders appear at the bottom of the results section, and the number of individual tenders appears there and top right. Refine your search until these numbers are manageable. You can always expand it again if needed.

See available opportunities

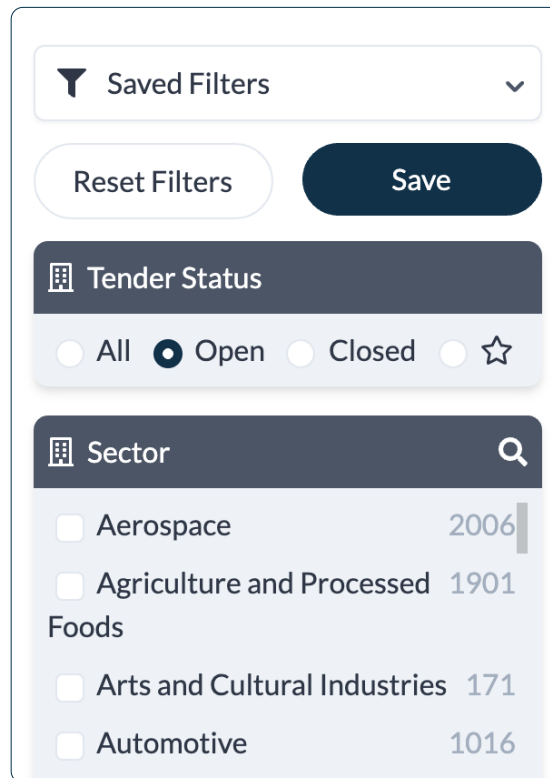
Tenders that meet your search criteria appear in the middle area. By default, the newest listings appear first. You can change this to earliest close date or open date using the **Sort By** menu.

TIP: Get a second opinion
[Contact the Canadian Trade Commissioner Service](#) in a specific market to validate an opportunity that looks good.



Locate search filters

The left-hand column contains menus that allow you to refine your search by various criteria. Check all the boxes necessary to make your search as relevant as possible.



The screenshot shows a sidebar with search filters. At the top is a 'Saved Filters' dropdown menu. Below it are 'Reset Filters' and 'Save' buttons. The 'Tender Status' section has radio buttons for 'All', 'Open' (selected), 'Closed', and a star icon. The 'Sector' section has a search icon and a list of sectors with counts: Aerospace (2006), Agriculture and Processed Foods (1901), Arts and Cultural Industries (171), and Automotive (1016).

Saved Filters

Reset Filters Save

Tender Status

All Open Closed ☆

Sector

Aerospace 2006

Agriculture and Processed Foods 1901

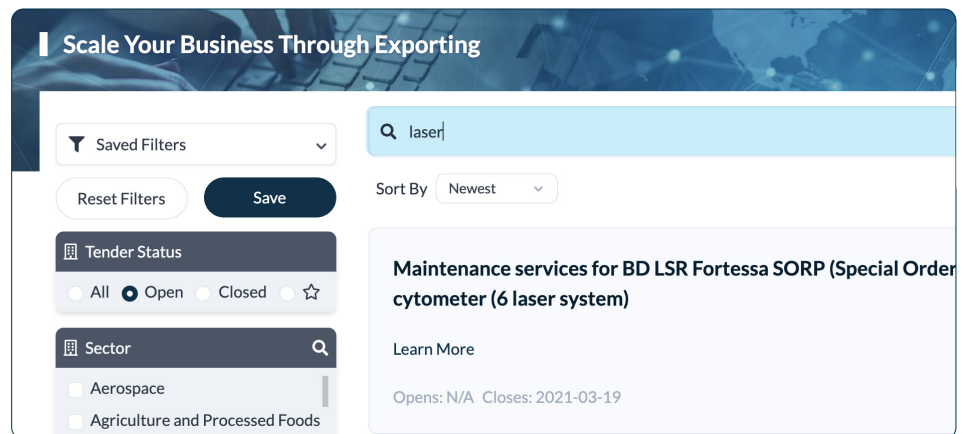
Arts and Cultural Industries 171

Automotive 1016

Do a basic search using the search bar

Enter keywords

Type in words commonly used in your target market to describe the goods or services you offer, like “laser” or “pharmaceutical” or “engineering”.



The screenshot shows the search results page. The header has a banner 'Scale Your Business Through Exporting'. The search bar contains 'laser'. The left sidebar shows the same filters as the previous image. The main content area shows a search result for 'Maintenance services for BD LSR Fortessa SORP (Special Order cytometer (6 laser system))' with a 'Learn More' link and dates 'Opens: N/A Closes: 2021-03-19'.

Scale Your Business Through Exporting

Saved Filters

Reset Filters Save

Tender Status

All Open Closed ☆

Sector

Aerospace

Agriculture and Processed Foods

Search laser

Sort By Newest

Maintenance services for BD LSR Fortessa SORP (Special Order cytometer (6 laser system))

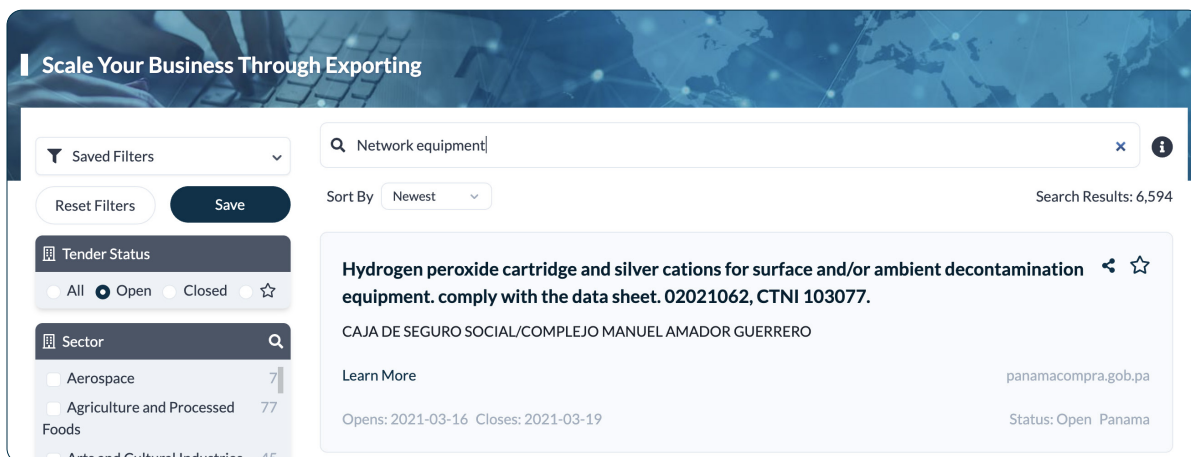
Learn More

Opens: N/A Closes: 2021-03-19

Combine multiple keywords

There are several ways to combine keywords to optimize your search. You can click on the **i** icon anytime to see how.

1. Separate words with a comma to make an **or** search.
Example: Typing auto, brakes, paint will show results containing the word auto, brakes **or** paint.
2. Put words or phrases in quotes to make an **exact match** search.
Example: Typing **"Network equipment"** will show results that use that exact phrase.
3. Put words in quotes to make an **and** search.
Example: Typing **"industrial" "supplies"** will show results containing both **industrial and supplies**, but not necessarily together.
4. Put a hyphen before a word or phrase to **exclude** it in your search.
Example: Typing **-international "Event Management"** will show results containing that exact phrase but not those that also include the word **international**.
5. Combine any of the above together.
Example: Typing **"construction materials" "road" -building** will show results contain both the exact phrase and keyword, but not those that also include the word **building**.



TIP: Get help from our team

If you have questions or run into a problem on GBOF, you can [contact us](#) through the Help page.

DEEP DIVE: Find your UNSPSC

The United Nations Standard Products and Services Code is an open, global, multi-sector standard used in procurement internationally by industry and government.

It has replaced the Government of Canada's previous system of commodity classification: the Goods and Services Identification Numbers (GSIN).

[Learn about this transition and find your UNSPSC now.](#)

Access tenders from multiple sites

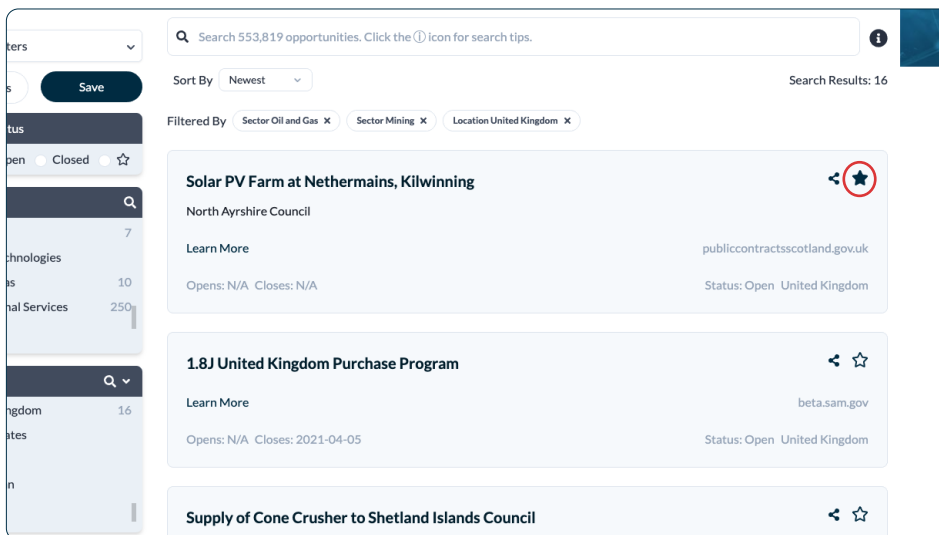
Tenders available on GBOF are collected daily from dozens of online sources, including:

- Canada: [Buyandsell.gc.ca](https://buyandsell.gc.ca)
- United States: [SAM.gov](https://sam.gov)
- European Union: [Ted Europe](#)
- The World Bank: [The World Bank Procurement](#)
- United Nations Development Programme UNDP: [UNDP – Procurement](#)

Add tenders to your favourites

When you have identified a potential lead, click the ★ icon to add it to your favourites. You can quickly access all of your favourites using the Tender Status filter.

When the tender is no longer relevant, you can simply click the ★ icon again to unfavourite it.



TIP: Request a Source

Don't see your favourite e-tendering site listed? You can [request to have it added](#) to on the **SOURCES** page.

DEEP DIVE: Get help going global

Canada has negotiated access to international government procurement markets through [Free Trade Agreements](#) that benefit Canadian suppliers. [The Canadian Trade Commissioner Service \(TCS\)](#) can provide you with assistance in navigating international markets.

DEEP DIVE: Access CanExport funding

Small and medium sized companies [may access up to \\$75,000 in funding](#) to assist with international market development activities. The program can cover up to 75% of costs for export marketing of your products and services in international markets where you have little or no sales.

Conduct or refine a search using filters

Apply filters

You can very quickly refine and narrow your results by checking all the boxes that apply based on:

- **Tender Status** (Open, Closed or Favourited)
- **Sector** (e.g. Aerospace, Oil & Gas, Tourism)
- **Location** by individual nations or continent
- **Notice Type** (e.g. Contract Notice, RFP, RFQ, Supply Arrangement)
- **Close Date** grouped in 30-day increments

The screenshot shows a search filter interface. At the top, there are buttons for 'Reset Filters' and 'Save', and a 'Sort By' dropdown set to 'Newest'. Below these are three filter sections: 'Tender Status' with radio buttons for 'All', 'Open' (selected), 'Closed', and a star icon; 'Sector' with checkboxes for 'Life Sciences' (17), 'Mining' (7) (checked), 'Ocean Technologies' (10), and 'Oil and Gas' (250) (checked); and 'Location' with checkboxes for 'United Arab Emirates' (16) and 'United Kingdom' (16) (checked). To the right, a 'Filtered By' section shows 'Sector Mining', 'Sector Oil and Gas', and 'Location United Kingdom'. Below this, two search results are shown: 'Solar PV Farm at Nethermains, Kilwinning' by North Ayrshire Council, and '1.8J United Kingdom Purchase Program'. Each result has a 'Learn More' link and 'Opens'/'Closes' dates.

TIP: Find opportunities to sell into Primes

Go through closed tenders and follow up to learn details about contracts and who was awarded them. You may identify opportunities to sell your solution — or part of it — to the Prime.

Save your filters

When you find a combination that works, **Save** the filter so you can quickly make that same search whenever you want.

The screenshot shows a 'Save your filters' dialog box. It has a 'Filter Name' field containing 'UK Mining, O&G'. Below this is a checkbox labeled 'Include in email notifications' which is checked. A message states: 'You will receive **Weekly** updates for this search by email. Manage notification preferences in your Profile.' At the bottom right are 'Cancel' and 'Save' buttons.

TIP: Look into failed tenders


Failed tenders could signal an opportunity for an unsolicited direct contract. Connect with the procurement officer to make them aware of your solution.

DEEP DIVE: Get to know your sectors

Market sector choices are aligned with those identified by The Trade Commissioner Service. Take the time to [learn about market sectors](#).

Share your results

Share an opportunity

You can share opportunities with others in just a few keystrokes. Select the  icon in any tender listing. You can use the pop-up box to email the opportunity to anyone you think would be interested.

Share Opportunity

Solar PV Farm at Nethermain, Kilwinning

Recipient(s) *


Message

Check out this opportunity.

TIP: Share with members and non-members alike

Not sure your colleagues and contacts have signed up for their free GBOF account yet? Don't let this stop you from passing opportunities along! Those without an account will simply be prompted to register.

Share a saved search filter

In the **Save Filters** menu, select the  icon next to the filter you want to share. You can then share this filter with others, so they can get to relevant results faster — no need to do the work twice.

Scale Your Business Through Exporting

Saved Filters

UK Mining, O&G

Tender Status

All Open Closed

Search 544,081 op

Sort By Newest

Filtered By Sector Minin

Set up email alerts

Get notified of new matching tenders

When you save a custom search filter, choose to **Include in email notifications**.

These can be added as weekly or daily email alerts to ensure you never miss an opportunity.

GBOF lists over 5,000 new opportunities daily, so keep an eye on your inbox!

The screenshot shows a user profile settings page. At the top, there are two rows of dropdown menus: 'Export Activity Level' (set to 'Occasionally exporting') and 'Sectors of Focus' (set to 'Selected 0 items'). Below these are 'Target Regions' (set to 'Selected 0 items') and 'You self-identify your organization as owned or led by a:' (set to 'Selected 0 items'). A 'Change Password' section contains three input fields: 'Old Password' (placeholder: 'Please type your Old Password'), 'New Password' (placeholder: 'Please type your New Password'), and 'Confirm Password' (placeholder: 'Please Confirm your Password'). Below this is a 'Notifications' section with an 'Email Notification Frequency' dropdown set to 'Weekly'. At the bottom, there is a checkbox for 'Include opportunities matching these searches:' which is checked for 'UK Mining, O&G'. A 'Save Changes' button is located at the bottom right of the form. The footer of the page includes the text '© Canadian Commercial Corporation (CCC) • Privacy Notice | Terms of Use | Cookies | Contact us' and the 'Canada' logo.

You can manage your email notification preferences in your Profile.

DEEP DIVE: Learn how to sell to the US DoD

The US Department of Defense works extensively with a wide variety of Canadian businesses — and not just large contractors. See if this market is right for you in our free guide: [Beyond Defence](#).



Evaluate

Explore tenders with potential

When to respond

Your first step is to analyze the solicitation documents you find, and determine what is worth your time, and effort, to respond to.

Choose leads to follow up

GBOF automatically translates tender titles into your selected official language, so you can quickly get a sense of what they are about. Select **Learn More** and a third-party site will open providing the complete listing. You may need to register with these sites to complete a bid.

TIP: Get expert opinions

Consider getting a legal expert to review the terms and conditions of any contract to ensure you understand all the complexities.

You may also want to reach out to your local [Trade Commissioner Service](#) agent. They can help you assess the opportunity and your readiness, gain insight into the buyer, differentiate your bid, and connect with funding and support programs.

Assess the opportunity

There's a lot to consider, including:

- ➔ Do you have what they are looking for? Read the specifications or scope of work carefully.
- ➔ Can you be competitive and do the work?
- ➔ Are the terms acceptable? Read the contract terms and conditions carefully, and familiarize yourself with policies, guidelines and laws for tendering.
- ➔ Does it meet your long-term objectives?
- ➔ Will it open up other opportunities?
- ➔ Can you afford the costs of bidding and fulfilling the contract?

Reach a go/no go decision

Make a complete assessment of all factors, and then decide whether to move forward with a bid.

Consider these additional questions, then you will be ready to get started:

- ➔ Does winning the contract fit into your strategic marketing plan?
- ➔ Is there enough time to respond to the solicitation?
- ➔ Can you meet payroll and suppliers' demands in the light of the payment schedule?
- ➔ Would you have a better chance winning as a subcontractor or part of a joint venture?

TIP: Partner with EDC to finance your project

The Structured and Project Finance team at EDC are the experts in complex financing needs for international projects. [See how they can help.](#)

Respond

Take action



Indicate your interest in bidding

Follow any instructions or processes listed on the third-party site needed to register your company's interest with the solicitor. Attend any information sessions and ask any questions you may have to ensure you fully understand the requirements — and start building a relationship. Stay updated on any amendments or answers posted to bidder questions.

Take time to plan your response

Follow a workback schedule based on the closing date. This will ensure you have the time you need to gather documents, draft a response that fully answer every requirement, have others review it, and make edits as needed. A well-researched tender, followed by a planned response, can increase your chances of success — and minimize wasted time and money.

Be detailed-oriented

Follow the format dictated by the solicitation, making sure to comply with all page, font, binding, pagination and printing requirements. Issues raised in the SOW should be addressed within the framework of the evaluation criteria, with an insistence on complete compliance.

TIP: Make CCC your competitive advantage

Is there an opportunity to elevate your deal to a government to government contract? Our [International Prime Contractor Service](#) can help differentiate your offer.

Prepare a winning bid

You've found an opportunity, determined it's right for your company, and done your homework. Now it's time to get down to business.

Your response to a tender request should:

- Follow an outline so you don't miss any information or documentation
- Differentiate your business from other bidders
- Provide enough detail to be awarded all available points
- Clearly communicate how you meet all criteria
- Include references that know you and what you can do
- Be as free of errors as possible
- Be delivered on time, so don't leave it until the last minute

DEEP DIVE:

Learn how to build winning proposals

When you have identified a tender to go after, have a look at [Seizing Opportunity: Developing a winning proposal](#). It's free step by step guide full of practical tips that will help you fully address requirements and stand out from the crowd.



