How To Do Business With The County

Presentation Overview

The Procurement Organization

Office of the Purchasing Agent

Types of Contracts

Solicitation Methods

Registering as a Vendor

Procurement Organization

Decentralized Operations

    24 County agencies/departments

    Each agency/department is responsible for their purchasing operations

The County Purchasing Agent

    Delegated purchasing authority

    Over 250 Deputy Purchasing Agents

Office of the Purchasing Agent

Core Responsibilities

Implement/enforce Board Policy & Establish Procedures

Ensure a fair & ethical competitive process

Provide Training & Certification to DPAs

Conduct Compliance Reviews

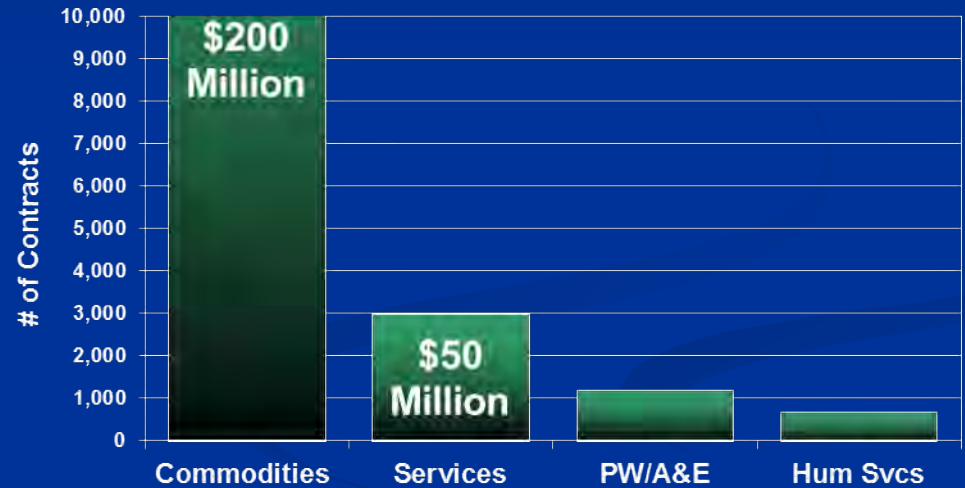Implement Regional Cooperative Agreements

Types of Contracts

Commodities

Service Contracts

Public Works/AE

Human Services

Solicitation Methods

Informal Bidding

Verbal Quote

Formal Bidding

Invitation for Bid (IFB)

Request for Proposal (RFP)

On-line Bidding (OLB)

Registering As a Vendor

On-Line Registration

➢ www.ocgov.com

➢ Click on "Agency/Department"

➢ Click on "Procurement"

➢ Click on "Doing Business with OC"

➢ Click on "Vendor Registration"

*If you do not have access to a computer or the Internet, visit a Orange County Public Library Branch. Free Internet access is available!

Next Steps

After you register take a brief moment to review the information you entered into the system

- ✅ Is the contact information correct?
- ✅ Did you input the correct email address?
- ✅ Did you register for the right commodity codes?

Automatic Bid Notices will begin to arrive within 24 hours of registration!

General Information When Bidding

Read Solicitation Packages Carefully!

Contact the appropriate DPA in charge of the solicitation.

Bid awards may take up to thirty days to determined based on the complexity.

Proposal awards take longer based on the Complexity & proposal evaluation process.

Submit Your Bid On Time. Late Bids may Not be Accepted!

General Information (cont'd)

Forgot Your ID or Password?

The On-line system can retrieve your ID & Password

Who Do I Contact for System Issues?

VendorRegistration@ocgov.com
CEO/Purchasing: (714) 567-7314

Summary

Procurement Organization

County Purchasing Agent

Types of Contracts

Solicitation Methods

Registering as a Vendor

Questions?