




The updated Guidance for the Release of Information and/or Documents Related to Competitive Procurement Opportunities is available [here](#).

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GUIDANCE FOR THE RELEASE OF INFORMATION &/or DOCUMENTS RELATED TO COMPETITIVE PROCUREMENT OPPORTUNITIES

The following tables describe when commonly requested information and documents can be released to a bidder, proponent or respondent, and when a formal request needs to be made to Information Access Operations (please refer to <http://www.gov.bc.ca/citz/iao/index.html> for more information). Note that this information is specific to the competitive procurement process only, and does not include any information or documentation created after the initial contract is signed. References to the Core Policy and Procedures Manual (CPPM) in this document apply to ministries only, although other public sector organizations are expected to follow the intent and spirit of the CPPM.

NOTE: “Routinely Released” means that the information and/or documents would be provided upon request, within any limitations noted. Information and documents that are not routinely released would require a formal FOI request to Information Access Operations, who would determine what, if any, of the request is releasable. If in doubt, contact [Information Access Operations](#) for assistance.

Wherever possible, information should be pro-actively released in order to increase capable vendors’ interest in government opportunities, to ensure consistent information is supplied to all potential vendors (see [CPPM 6.1](#) regarding the objective to be fair), and to streamline access to information that would be released under the *Freedom of Information and Protection of Privacy Act* (FOIPPA).

Release of Information (Either: verbally or via email, during de-briefing or in response to inquiry; or, in the context of a release of a document)

This section relates to the release of *information*.

Information	Timeframe	Routinely Release?	Notes
Ministry cost estimate	At any time	No	
Budget	Included in or provided after releasing solicitation document	Depends	Solicitation documents may include a project budget, a construction budget, affordability ceiling, or a range of expected costs. The benefits of releasing this information include attracting capable and interested vendors as the budget can help to define the scope.