

# **FREE** Vendor Workshops Sponsored by the **Springfield Redevelopment Authority**



**Tuesday, June 14, 2016**  
**FutureWorks Career Center**  
**1 Federal St #103-3, Springfield, MA 01105**

## **Connecting Your Business to the Commonwealth (9:30 a.m. – 12:30 p.m.)**

During this workshop participants will learn:

- Where to find bidding opportunities and the bidding process
- The basics of COMMBUYS\*
- How to market to public entities
- About the Small Business Purchasing Program and SDO Certification
- How the Supplier Diversity Program supports SDO-certified businesses

## **COMMBUYS Vendor Registration Assistance (1:00 p.m. – 2:00 p.m.)**

Following the **Connecting Your Business to the Commonwealth** workshop, OSD trainers will be assisting attendees with obtaining a free COMMBUYS vendor account. COMMBUYS is the Commonwealth's online procurement center where government bidding opportunities are housed.

### **To Register**

1. Visit [www.mass.gov/sdo](http://www.mass.gov/sdo)
2. On the right side of the screen, click "Register for OSD Trainings"
3. Select the "[Connecting Your Business to the Commonwealth](#)" hyperlink
4. Click on the "**FutureWorks**" hyperlink
5. Complete the registration form
6. Click "Register."

### **For More Info:**

OSD Training Department  
One Ashburton Place, Suite 1017  
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617-720-3300  
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