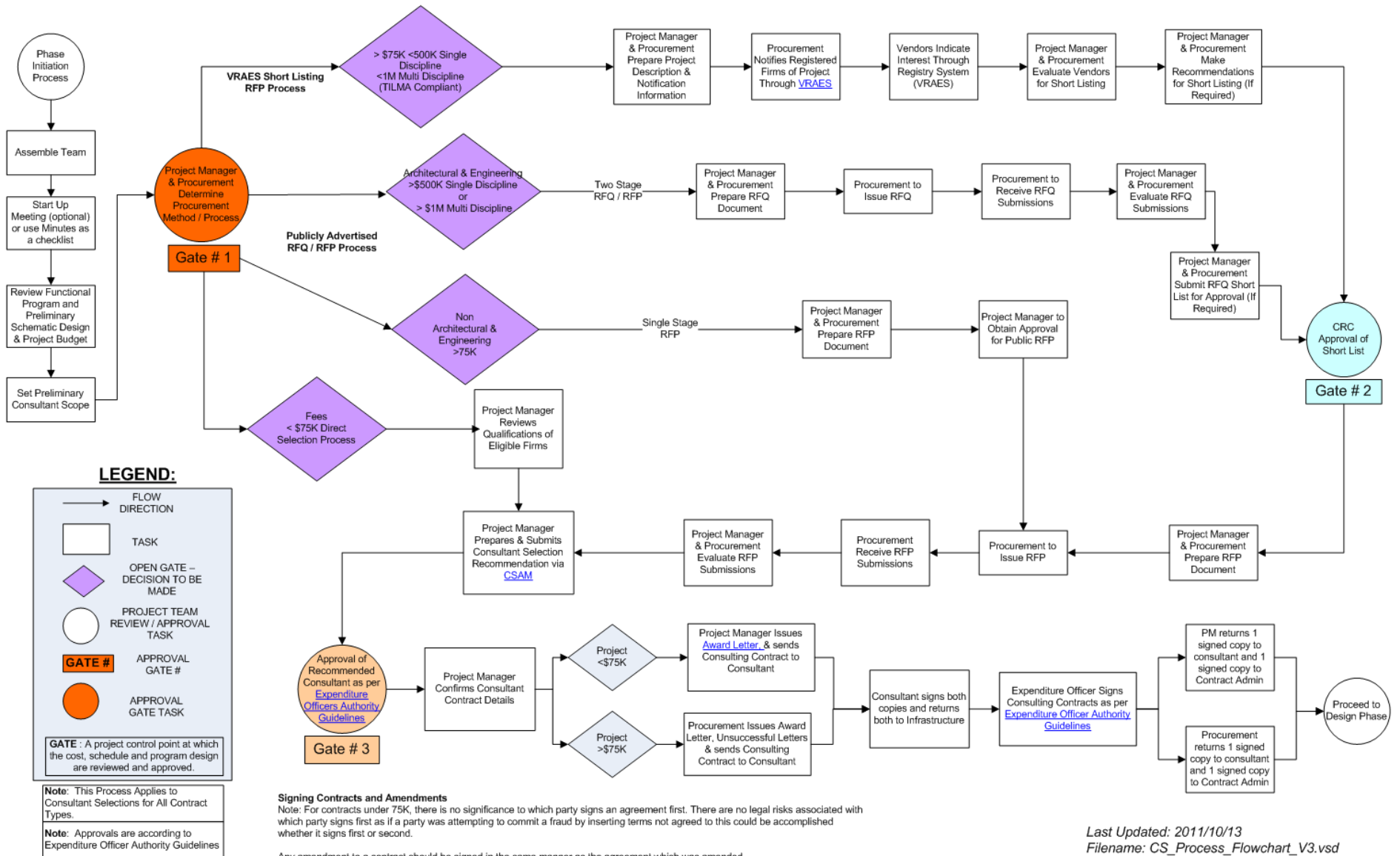


# Appendix 9 – Procurement Planning – Consultant Selection Process Flowchart

## Consultant Selection Process

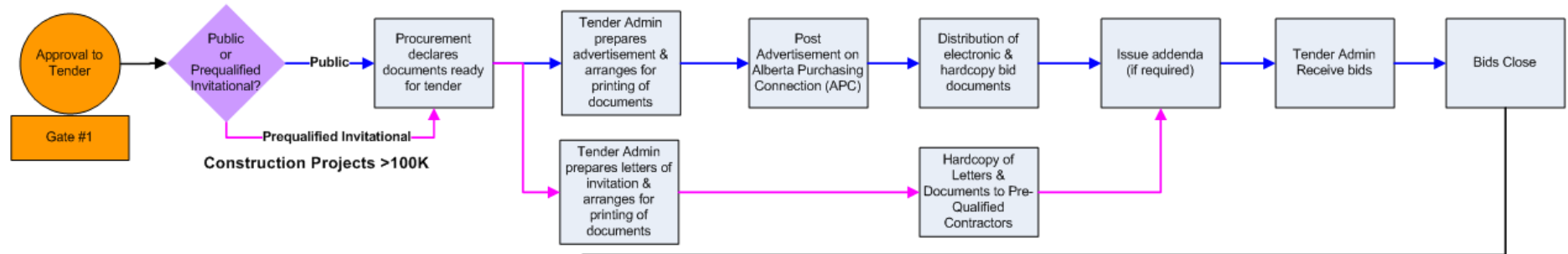


# Appendix 9 – Procurement Planning – Tendering and Award Process Flowchart

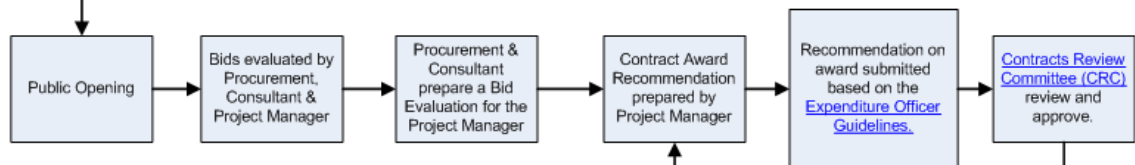
Government of Alberta ■  
Infrastructure

## Tendering & Award - Process Flow Chart

Project Implementation Management System (PIMS)  
Phase 6 – Tendering & Award



Note: Construction Projects <100K use the [Short Form Minor Works Contract \(SFMWC\)](#)



**LEGEND**

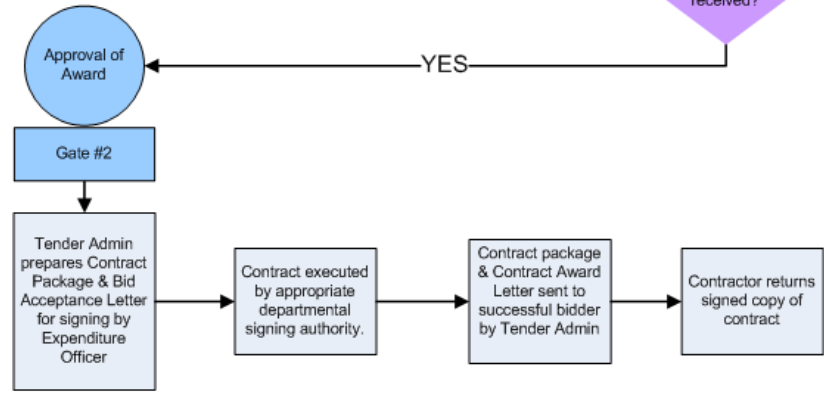
- FLOW DIRECTION
- TASK
- ◇ OPEN GATE DECISION TO BE MADE
- PROJECT TEAM REVIEW/ APPROVAL TASK
- Gate # APPROVAL GATE#
- APPROVAL GATE TASK

**GATE:** A project control point at which the cost, schedule and program design are reviewed and approved.

**Signing of Contracts and Amendments**  
**Note:** There is no significance to which party signs an agreement first. There are no legal risks associated with which party signs first. If a party was attempting to commit fraud, by inserting terms not agreed to, this could be accomplished whether it signs first or second.

Any amendment to a contract should be signed in the same manner as the agreement which was amended.

The department procurement procedure is to have the agreement signed by the consultant first and then signed by the Minister.



Note: Approvals are according to [Expenditure Officer Authority Guidelines](#)

Last Updated: August 15, 2011  
 Filename: TA\_Process\_Flow\_Chart.vsd