



DOING BUSINESS WITH DETROIT WATER & SEWERAGE DEPARTMENT

The Detroit Water and Sewerage Department (DWSD)'s Procurement Group is actively seeking to improve vendor participation in our solicitation process and to streamline our contract/purchase order process

DWSD's Solicitations for Procurement of Goods & Services

DWSD posts all solicitations (requests for bids, quotes, information, proposals etc.) on the Michigan Inter-governmental Trade Network (MITN) along with nearly 200 other local government purchasing departments to solicit vendor responses.

Vendors must select all relevant and applicable NIGP codes to allow for optimal access to opportunities.

To view, access or respond to all DWSD solicitations (for goods, services and construction work), register or log-in to MITN here: <https://www.bidnetdirect.com/mitn>

City of Detroit Clearances

All potential and current vendors are required to apply, obtain and **maintain** City of Detroit Income Tax & Revenue clearance certificates.

Income Tax and Revenue Clearances are part of the mandatory minimum requirements for all DWSD solicitations, amendments, extensions or renewals of existing contracts.

Use this link to access the clearance application: <http://bit.ly/detroitclearances>

Instructions:

1. Please select the appropriate clearance application .
2. Each application contains 2 pages. Both pages are required in order to complete the application.
3. The form is secure to submit your social security number and/or EIN.
4. Please allow 7-10 business days for an update on your clearance.
5. For questions please call 313-2247-1273 or 313-224-4927 or email CityofDetroitClearances@detroitmi.gov

Equalization Credits

The City of Detroit is committed to encouraging, supporting suppliers and working together towards continued development of Detroit's supply base.

CRIO certifies businesses that may then qualify for Equalization Credits. Attaching a copy of your valid Business Certificate with the solicitation response will ensure your offer receives Equalization Credits per DWSD's Procurement Policy and allow for competitive advantages.

Use this link to apply for the City of Detroit certifications:

<https://detroitmi.gov/departments/civil-rights-inclusion-opportunity-department>

For questions, please contact:

Civil Rights, Inclusion & Opportunity (CRIO)

2 Woodward Avenue, Suite 1240, Detroit, MI 48226

Monday - Friday, 8:30 am – 4:30 pm

Email: Inclusion_CRIO@DetroitMI.Gov

Use the CRIO **Contractor Connect Hotline at 313-618-9094** to get connected with other contractor searching for sub-contractors.

Supplier Portal

Registration on the City of Detroit (CoD)'s online Supplier Portal is a necessary requirement for DWSD to issue contracts, purchase orders and to receive and pay invoices. Your registration in the portal will enable a seamless award, invoice, and payment experience in conducting business with DWSD.

The portal provides suppliers with:

- Access to awarded PO's;
- Ability to electronically submit invoices against appropriate purchase orders; and
- Streamlines payment.

To register, please go to: www.detroitmi.gov/supplier

Click on the link titled: "New Supplier Registration"

If you have any questions or need help, please contact:

The Supplier Portal Support Desk

Monday - Friday, 8:00 am – 4:00 pm

Email: procurementinthecloud@detroitmi.gov

Phone: 313-224-4600