

## CONTACTS:

### **William Pigott**

416.595.8179

wpigott@millerthomson.com

### **Karima Kanani**

416.595.7908

kkanani@millerthomson.com

### **Dražen Bulat**

416.595.8613

dbulat@millerthomson.com

## OFFICES:

### **TORONTO**

Tel. 416.595.8500

Fax: 416.595.8695

### **VANCOUVER**

Tel. 604.687.2242

Fax: 604.643.1200

### **CALGARY**

Tel. 403.298.2400

Fax: 403.262.0007

### **EDMONTON**

Tel. 780.429.1751

Fax: 780.424.5866

### **LONDON**

Tel. 519.931.3500

Fax: 519.858.8511

### **KITCHENER-WATERLOO**

Tel. 519.579.3660

Fax: 519.743.2540

### **GUELPH**

Tel. 519.822.4680

Fax: 519.822.1583

### **MARKHAM**

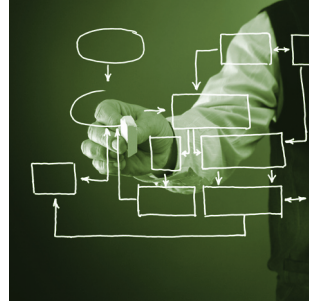
Tel. 905.415.6700

Fax: 905.415.6777

### **MONTRÉAL**

Tel. 514.875.5210

Fax: 514.875.4308



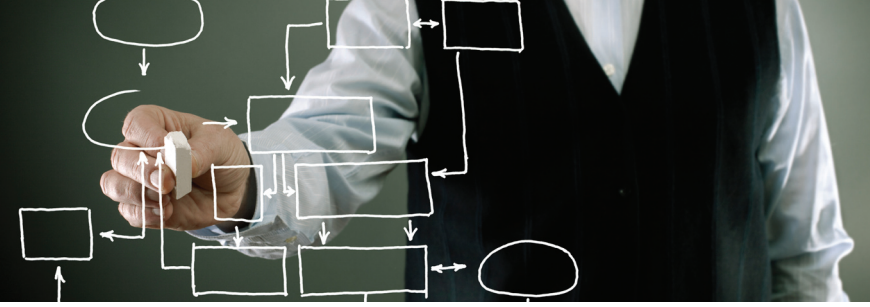
# THE PROCUREMENT PROCESS

A WORKSHOP FOR THE  
HEALTH INDUSTRY

[www.millerthomson.com](http://www.millerthomson.com)

**MILLER  
THOMSON** LLP

Barristers & Solicitors  
Patent & Trade-Mark Agents



## PROGRAM OVERVIEW

It wasn't always like this. Procurement – the simple act of purchasing goods and services, whether by bid or RFP – has become a legal and reputational minefield.

We understand your concerns. More, we understand how to tailor the procurement process to meet your particular needs and avoid your worst fears. The Health Industry Group of Miller Thomson LLP invites you to participate in a Procurement Workshop tuned to our times.

In this Workshop we will outline and make recommendations which minimize risk and enhance the discretion you need to make the right purchases for your institution.

The learning objectives for the Workshop include:

- When to use a competitive procurement process
- Understanding the “bidding contract” and its relevance to RFPs
- The difference between a true RFP and an RFP that is a bid in disguise
- How to avoid procurement accidents
- How to limit legal risk in any procurement
- How to react to vendor complaints
- How to create a procurement tool which serves your objectives

## PRACTICAL LEARNING

To give participants an opportunity to deal with the procurement process in a practical setting, each Workshop will conclude with a breakout session in which small groups will be given a fact situation and be challenged to plan a hypothetical procurement.

## QUESTIONS

Attendees will be encouraged to ask questions both during the sessions and after. Questions may also be submitted in advance by e-mail to [healthgroup@millerthomson.com](mailto:healthgroup@millerthomson.com).

Questions received in advance will be answered – as best we are able – at the end of the Workshop. We may combine or edit those questions, in the interests of efficiency.

## WHO SHOULD ATTEND

Our focus is healthcare and our invitation is extended to:

- Hospitals
- Long term care facilities
- Local Health Integration Networks
- The Ministry of Health and Long Term Care
- Joint purchasing organizations
- Other healthcare and social service agencies

Within your organization, anyone who has been or expects to be exposed to procurement issues and processes would benefit from attending.

## WORKSHOP LOCATIONS, DATES AND TIMES

Each Workshop will run approximately three hours. Session registration and a light breakfast will begin at 7:30 a.m. Workshops will start at 8:30 a.m. sharp.

- In Toronto, at the offices of Miller Thomson LLP, January 19th, 2010
- In London, at Lamplighter Inn, January 20th, 2010
- In Sudbury, at Howard Johnson Plaza, January 26th, 2010
- In Ottawa, at Southway Inn, January 27th, 2010

To reserve a space at any of the above sessions or for questions or further information, please contact:

**[healthgroup@millerthomson.com](mailto:healthgroup@millerthomson.com)**  
or call **416-595-2991**.