



PROTECTED « B » WHEN COMPLETED

## Complaint Form

Provision of the information requested on this form is required in accordance with [Procurement Ombudsman Regulations](#) made under the [Federal Accountability Act](#) for a complaint to be filed and considered for review. This personal information will be stored in Personal Information Bank Number PWGSC PPU 001 and is protected from disclosure to unauthorized persons/agencies pursuant to the provisions of the [Privacy Act](#). Under the [Privacy Act](#) you have the right to request access to your personal information, held by a federal government institution, and to request corrections should you believe the information contains errors or omissions. Personal information that you provide about another individual may be accessible to that person under the [Privacy Act](#). The information will be retained by the **Office of the Procurement Ombudsman** for **two years** following the last administration change and then destroyed.

1. Full Company Name: \_\_\_\_\_

Business address in Canada:

Street: \_\_\_\_\_

Town/City: \_\_\_\_\_ Province/Territory: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone: \_\_\_\_\_

Fax (optional): \_\_\_\_\_

2. If your complaint is related to the **award** of a contract (incl. a standing offer/supply arrangement), provide the requested information below. *If your complaint is related to the administration of a contract, skip to question 3.*

a) Date of the public notice that the Contract had been awarded: \_\_\_\_\_ (yy/mm/dd)

OR, if there wasn't a public notice,

Date you became aware that the Contract had been awarded: \_\_\_\_\_ (yy/mm/dd)

How did you become aware? \_\_\_\_\_

\_\_\_\_\_

b) Contract Reference Number(s): \_\_\_\_\_

\_\_\_\_\_

c) Description of the Goods and/or Services (incl. Construction) to be supplied:

\_\_\_\_\_

\_\_\_\_\_



