

PASSPort Release 3: Making it Easier to Do Business with City of New York

About PASSPort

PASSPort is the City of New York's digital procurement system, developed and maintained by the Mayor's Office of Contract Services (MOCS). Already a major step forward in streamlining Citywide procurement, PASSPort is about to launch enhanced capabilities to create a complete, end-to-end process that is transparent, easy to access, paperless and more timely. Designed with and for vendors, PASSPort leverages technology to address long-standing issues and make it easier to do business with the City of New York.

What to Expect in Release 3

View and Respond to Citywide Contracting Opportunities



- Identify business opportunities through the RFX Roadmap.
- Easily identify relevant RFX opportunities through sorting by industry, contracting agency, commodity code, program and keyword.
- Quickly review key RFX highlights such as service delivery location, contract value and term and staffing requirements, through overview screens.
- Complete and submit proposals and bids through digital questionnaires.

Real-Time Tracking of Submissions, Awards & Contracts



- System notifications support complete and on-time vendor submissions.
- Award decisions communicated immediately through the platform.
- Follow contract progress towards registration with a digital milestone tracker – understand what steps are completed, what more are necessary and the length of time for each.

Digital Signatures



- No more paper!
- Documents are executed through DocuSign – fully digital.
- Notary requirement eliminated.

Dashboards and Metrics



- Manage your government contracting business with key metrics and data points.
- Customize information to effectively plan and forecast.

**PASSPort Streamlines
Citywide Procurement.**

Are You Ready?

Create An Account Here

What is an RFX?

"RFX" is a PASSPort term that represents the range of City solicitations, including Requests for Information, Requests for Proposals and Invitations to Bid.

Need Help? Have Questions?

PASSPort training and information materials are available through videos, user guides and FAQs at www.nyc.gov/passport