

# City of Philadelphia Procurement Department

**Population:**

1,573,916 (No. 6)

**Govt Employees:**

25,000

**Address:**

1401 John F. Kennedy  
Blvd.  
Room 120  
Philadelphia, PA 19102-  
1685

**Phone:**

(215) 686-4720

**Email:**

[phlcontracts@phila.gov](mailto:phlcontracts@phila.gov)

**Capabilities Statement:**

[Link](#)

**Cage Code:**

644Y5

**UEI Number:**

CRZ1A1JTLQB6

**DUNS#**

12-474-2474

**Site:**

<https://www.phila.gov/departments/procurement-department/>

**Mission:**

The Procurement Department assists in getting the City all the materials and services it needs to serve its residents. We inspect supplies and property purchased under City contracts and certify local businesses. Our office also manages public advertising for things like election and health notices, open bids for contractors, and other City needs. Business owners can bid on opportunities to provide:

- Supplies and equipment for City departments.
- Maintenance or repair services.
- Construction or improvement of a public property, street, bridge.
- Concession opportunities on City property.
- Environmentally responsible disposal of waste or City property.

**Contacts and Stakeholders Information:**

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**Actsoft Workforce Manager for Gov:**

- DHS signed the Authority to Operate (ATO) on Sept 12, 2024
- FPS completed their internal ATO in June 2025
- WFM for Gov passed three (3) Third Party Assessor Organizations (3PAO) Audits, the Initial Audit and two Annual Audits
- WFM for Gov is GovRAMP Authorized