

Responding to E-Bids through Beacon



Overview

The **E-BID** label identifies solicitations with electronic submissions available. Responding through Beacon is free for suppliers. To respond, follow these steps:

Step 1: Click "Submit E-Bid" button

This button is included in every email communication sent to you via Beacon regarding the solicitation, including reminders for the solicitation due date. If you lose this email, simply fill out the form again and you will receive a new email.



Subscription confirmed.

Hello Terri

Please click the button below to download specifications for AVL Tracking Software

Download Package

Click here

Submit E-Bid

Step 2: Verify correct contact information

The information in this form must be accurate. In addition, you will receive confirmations and updates to the email address listed here.

FIRST NAME

Terri

LAST NAME

White

COMPANY

ABC Company

EMAIL ADDRESS

agencysupplier1@gmail.com

Step 3: Upload required forms

You will not be able to submit a response until any required forms are uploaded. Verify that your files and forms are accurate and completely filled out before submitting.

	Pricing Cost Sheet REQUIRED Questionnaire	Required	Upload Response
RESPONSE			
	Pricing Cost Sheet.xlsx	13KB	X
	Standard Insurance 5 million minimum Questionnaire	Required	Upload Response
	Signed W-9 Questionnaire	Required	Upload Response
	Standard Insurance Form OPTIONAL Other Documents		Upload Response

Submit E-Bid on Beacon

I understand that I can't change any of the submission details or documents once the project closes.

Submit E-Bid

Receive confirmation email

Your E-Bid has been submitted

You have submitted an E-Bid for the following solicitation: Citizen Relationship Management Software.

Your confirmation code is NM43blmbAv

View/Modify Your Response



Beacon Supplier Help Desk: suppliersupport@beaconbid.com

BEACON
www.beaconbid.com