

Register for access to City of Newport, RI Bidding Opportunities







- In addition to having access to the City of Newport solicitations, by registering you have:
 - Access to many local and state government agencies located within Rhode Island
 - Access to respond electronically to business opportunities issued by participating agencies
 - Ability to receive solicitation and addendum alert emails
 - Ability to market your company through the Advertising Profile option





Registration

- Enter in your Company information including:
 - Address
 - Company Name
- Enter in your main user information including:
 - Email address
 - Requested username/password

		Have registration questions?
- Identification 2- Sub	scription 3- Payment 4- Confirmation	Vendor Support is here to help
Organization Information -		Monday-Friday from 8:00 am to 8:00 pm EST
Organization Name*	Example Construction Services	₹ 800-835-4603
Address*	123 Rocky Avenue	Registration Tip:
City*	Newport	Double check the accuracy of your email,
Country*	United States	company name and contact information as this how you will receive bid notifications and what buyers will see when viewing your vendor profile
State/Province*	Rhode Island 🗸	
Zip/Postal Code*	02840	You are just a few simple steps away from
Contact Information ——		Receiving real-time notifications of matched bid
Job Title		& RFPs Instant notification of addendum from buyers
505 1116		Full access to online bid documents Promoting your products & services to buyers
First Name*	Nap Initial	And so much more!
Last Name*	Fortich	
Phone*	(401) 555-5555 ext.	
Email*	nfort9579@gmail.com	
Email Confirmation*	nfort9579@gmail.com	
Time Zone*	Eastern (US & Canada) 🗸 🗸	
ogin Credentials		
Desired Username*	nfort9579@gmail.com	
Desired Password*		
Password Confirmation*		
Ferms and Conditions —		
	e <u>Terms & Conditions</u> stated herein.	
I am an aut	norized representative of the above-named organization.	

Select Package

- Select the package that makes the most since for your company.
- Select Limited Access at no charge to receive automatic email notification from all member agencies of the Rhode Island Purchasing group.
- For automatic email notification within the RI Purchasing Group that includes advanced searching capabilities, select the *Purchasing Group* option.
- For Statewide opportunities, select the *Statewide* option which includes bids in the RI Purchasing Group + all other bid opportunities in Rhode Island.

Registration 2- Identification 3- Payment 4- Confirmation Select a plan for each state MAXIMUM BID OPPORTUNITIES **Purchasing Groups** Statewide Bids Limited Access \$9 / month \$33 / month \$0 (billed annually) (billed annually) Discount for 3+ states Discount for 3+ groups Access Bids from Purchasing Group Agencies ~ ~ ~ Receive matching bid & addenda notifications ~ ~ Filter bids through advanced search × ~ Access a dashboard of your bid history × Receive expiring term contract opportunities 30 × 20 ~ Access more bids through the entire State Filter statewide bids through advanced search × × ~ Receive notice of additional State & Local bids × × ~ GROUPS 115 agencies 1 agencies 3 Rhode Island Purchasing Group SELECT SELECTED SELECT Add More Groups • \$672 \$28 / month • \$396 \$33 / month TOTAL Taxes may apply

for two years

for one year

Optional Advertising Profile

- An option is available to add your logo, product sell-sheets, etc. to your company profile
- You can add this to your profile or select "Not Now"

Registration		
1- Subscription 2- Identification 3- Payment 4- Confirmation	Enhanced Advertising Profile Tip: Add a video of your product or services to be viewed by our participating government buyers!	
Stand Out from the Competition 🄁	YOUR ENHANCED ADVERTISING PROFILE VOUR COMPANY HERE 1234 S. Main St Your Company Logo Your Company Logo	
Let buyers know what sets YOU apart! In addition to receiving bid opportunities from government buyers, stand out from your competition with the Enhanced Advertising Profile.	YOUR NAME HERE 123-455-7990 you@yourcompany.com	
Stand out from your competition Advertise your company's brand, product & services Showcase your sell-sheets & one-pagers List your company & offering details Catch the eye of more buyers	Company Product Sheet.pdf Company Certification pdf Company Description	
Get the Enhanced Advertising Profile & get the competitive advantage.	Your Company Description Your Company Snapshot shown to Government Buyers. Products & Services Highlights Highlight your Products & Services to show to Government Buyers.	
Not Now Add to Profile: \$49.95 * Taxes may apply	Your Key Government Contracts	
PREVIOUS	ACLESS VENUOR PROFILE	

Complete & Verify Email

Registration

2- Identification 3- Payment 4- Confirmation 1- Subscription

Registration Confirmatio

Check your email to complete your registration

You will receive an email & need to click a link to activate your account.

- The summary of your ٠ registration options will be displayed
- If any paid registration options ٠ were selected, you will be asked for your credit card information
- **CHECK YOUR EMAIL** to ٠ complete the registration process & verify your email address

EST.	00 am to 8:00 pr
1- Subscription 2- Identification 3- Payment 4- Confirmation Subscription Details Kind Regards, Please review the following registration details and enter your credit card infor BidNet Direct Support Department Subscription Type One Year Subscription: (10/22/2020 to 10/21/20	
- Transaction Details	
The following charges will be placed against your credit card immediately.	
Rhode Island Statewide Notification (\$33/month) \$396.00	
Enhanced Advertising Profile \$49,95	
Total \$445.95	
Prices are in US Dollars. All fees are non-refundable. Your subscription will renew automatically every year. Your next payment of \$445.95 US Dollars (plus applicable taxes) for the following year will be due on 10/22/2021 and yearly thereafter. We will place these charges against your credit card on file on that date unless you cancel your subscription beforehand. You may cancel at any time, but cancellation goes into effect at the start of your next billing cycle.	
Credit Card Information	
Credit Card Type*	
Card Number*	
Expiration Date* - Month Year V	
Card Holder's Name*	
Security Code*	
PREVIOUS COMPLETE REGISTRATION	

Follow link to Activate Account

- CHECK YOUR EMAIL to complete the registration process & verify your email address
- Click the link & login using your selected username and password

BidNet	Activation Please enter the username and password you chose during your registration in order to activate your account. Username Password LOGIN
Nap Fortich, Thank you for registering on BidNet Direct. Please note that you must activate your account us registration:	Need Help? The BidNet Direct's Support Department is available Monday-Friday from 8:00 am to 8:00 pm EST. 1
BidNet Direct - Example Construction Services Account Ac Upon logging into BidNet Direct for the first time, we recom complete your organization and contact information under	nmend that you verify and
If you need assistance, please call BidNet Direct's Support Service hours are Monday-Friday from 8:00 am to 8:00 pm Kind Regards,	
BidNet Direct Support Department	

Category Code Selection

- Upon your initial login, you will be asked to select the category codes of the products or services your company offers
- Search by keyword & select all the codes that apply
- This information is used:
 - For any automatic email notifications of matching solicitations
 - In your company profile for buyers to search & find by product/service offering
 - For any "invitation" to bid manually requested by buyers

https://www.bidnetdirect.com/rhode-island/cityofnewport

P CATEGORIES		3 Selected
Categories Selected (3)		Clear A
91800	CONSULTING SERVICES	
91819	Buildings, Structures and Components Consulting Buildings, Structures and Components Consulting	<u>a</u>
91832	Consulting Services (Not Otherwise Classified) Consulting Services (Not Otherwise Classified)	්
ATEGORIES	consult	۹ 🕄
905	AIRCRAFT AND AIRPORT OPERATIONS SERVICES	
90528	Aviation Analytical Studies Including Surveys (See 918-12 for Consulting) Aviation Analytical Studies Including Surveys (See 918-12 for Consulting)	
911	CONSTRUCTION AND UTILITIES, HIGHER EDUCATION	
91158	C.I.P., Special <mark>Consultants</mark> C.I.P., Special <mark>Consultants</mark>	
918	CONSULTING SERVICES	
91800	CONSULTING SERVICES	

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Additional Information

- Additional information such as the type of business structure, any DBE or other certification will be asked
- You may also upload your W-9 form directly to your company profile
- This information is used:
 - In your company profile for buyers to search & find by product/service offering
 - For any "invitation" to bid manually requested by buyers

ccount Activation	
1 - Category Selection 2 - Add	ditional Information 3 - Confirmation
	Public Corporation Private Corporation Partnership LLC or LLP Individual/Independent Contractor/Sole Proprietor Joint Venture Non-Profit Organization Government Agency Organization exempt under Sec 501 (a) Other
	 Small Large Minority Owned Woman Owned Veteran Owned Josadvantaged Disadvantaged Service Disabled Historically Underutilized Business (located in a HUB Zone) Historically Black College or University Other
	Caucasian Hispanic Sub-Continent Asian (Asian Indian) African American/Black Native American Other
Number of Employees* Established Since* W-9	

Registration COMPLETE

- Login and start looking at open solicitations
- Depending on your registration type, notifications of matching open solicitations will start immediately
- Need registration help?
 Contact the BidNet Direct vendor support team at 1- 800-835-4603, option 2

Account Activation	
1 - Category Selection	2 - Additional Information 3 - Confirmation
	Activation Confirmation
	Your account has been successfully activated!
	START LOOKING FOR SOLICITATIONS
	Need Help? The BidNet Direct's Support Department is available Monday-Friday from 8:00 am to 8:00 pm EST.
	 № 800-835-4603 Weight Support@bidnet.com