



UNIVERSITY *of*
WEST FLORIDA

Register for access to University of West Florida Business Opportunities

www.bidnetdirect.com/florida/university-of-west-florida



FLORIDA
purchasing group

BidNet 
DIRECT

- In addition to having access to the University of West Florida solicitations, by registering you will have:
 - Access to over 45 local and state government agencies located throughout Florida
 - Ability to respond electronically to bid opportunities issued by all participating agencies
 - Ability to receive email alerts of new solicitations and amendments (small subscription fee required)
 - Ability to market your company through the Advertising Profile option

Registration

- Enter your Company information including:
 - Address
 - Company Name
- Enter your main user information including:
 - Email address
 - Username/Password

The screenshot shows the 'Registration' page for BidNet DIRECT, specifically the '2- Identification' step. The page is divided into four sections: Organization Information, Contact Information, Login Credentials, and Terms and Conditions. The Organization Information section includes fields for Organization Name, Address, City, Country, State/Province, and Zip/Postal Code. The Contact Information section includes fields for Job Title, First Name, Last Name, Phone, Email, Email Confirmation, and Time Zone. The Login Credentials section includes fields for Desired Username, Desired Password, and Password Confirmation. The Terms and Conditions section includes a checkbox for agreement and a 'NEXT' button.

BidNet DIRECT
Registration

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

Organization Information

Organization Name* Example Construction Services
Address* 123 Rose Heights
City* Albany
Country* United States
State/Province* New York
Zip/Postal Code* 12205

Contact Information

Job Title Manager
First Name* Nap Initial
Last Name* Fortich
Phone* 518-123-4567 ext.
Email* nfort9577@gmail.com
Email Confirmation* nfort9577@gmail.com
Time Zone* Eastern (US & Canada)

Login Credentials

Desired Username* nfort9577@gmail.com
Desired Password*
Password Confirmation*

Terms and Conditions

I agree to the [Terms & Conditions](#) stated herein.
I am an authorized representative of the above-named organization.

PREVIOUS NEXT

- <https://www.bidnetdirect.com/florida/university-of-west-florida>

Select Package

- Select the package that makes the most sense for your company
- For automatic e-mail notification of matching bid opportunities from all 250+ member agencies, select the *Purchasing Groups* or *Statewide Bids* option (subscription fee required)
- Limited Access provides access to all bid information, however, you are not notified when you match with new information as it is published. **Vendors can view, download and respond electronically to solicitations at no cost.**

Registration

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

Select a plan for each state

	Limited Access	Purchasing Groups	MAXIMUM BID OPPORTUNITIES
	\$0	\$9 / month (billed annually)	Statewide Bids \$33 / month (billed annually)
		Discount for 3+ groups	Discount for 3+ states
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	✗	✓	✓
Access more bids through the entire State	✗	✗	✓
Filter statewide bids through advanced search	✗	✗	✓
Receive notice of additional State & Local bids	✗	✗	✓

GROUPS

Florida Purchasing Group	SELECT	40 agencies SELECT	492 agencies SELECT
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+ Add More Groups

Optional Advertising Profile

- An option is available to add your logo, product sell-sheets, catalogues, 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

Stand Out from the Competition

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.

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

Get the Enhanced Advertising Profile & get the competitive advantage.


Not Now Add to Profile: \$49.95
* Taxes may apply

[PREVIOUS](#) [NEXT](#)

Enhanced Advertising Profile Tip:


Add a video of your product or services to be viewed by our participating government buyers!

YOUR ENHANCED ADVERTISING PROFILE



YOUR COMPANY HERE
1234 S. Main St
Your City, Michigan, 12345
United States

YOUR NAME HERE
123-456-7890
you@yourcompany.com



[Company Product Sheet.pdf](#)
[Company Certification.pdf](#)

Company Description

Your Company Snapshot shown to Government Buyers.

Products & Services Highlights

Highlight your Products & Services to show to Government Buyers.

Key Customers

Your Key Government Contracts

[ACCESS VENDOR PROFILE](#)

Complete & Verify Email

- A summary of the registration options you selected will be displayed
- If any paid registration options were selected, you will be prompted to enter your credit card information
- CHECK YOUR EMAIL to complete the registration process & verify your email address

BidNet DIRECT Registration

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

Registration Confirmation

Check your email to complete your registration

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

Should you not receive this email within minutes, or if you need assistance, please call BidNet Direct's Support Department at 800-835-4603. We provide technical support for this online bidding system and are available Monday-Friday from 8:00 am to 8:00 pm EST.

Kind Regards,

BidNet Direct Support Department
support@bidnet.com




Transaction Details

The following charges will be placed against your credit card immediately.

Empire State Statewide Notification (\$29/month)	\$348.00
Enhanced Advertising Profile	\$49.95
Sales Tax	\$31.84
Total	\$429.79

Prices are in US Dollars. All fees are non-refundable. Your subscription will renew automatically every year. Your next payment \$397.95 US Dollars (plus applicable taxes) for the following year will be due on 06/25/2021 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 --

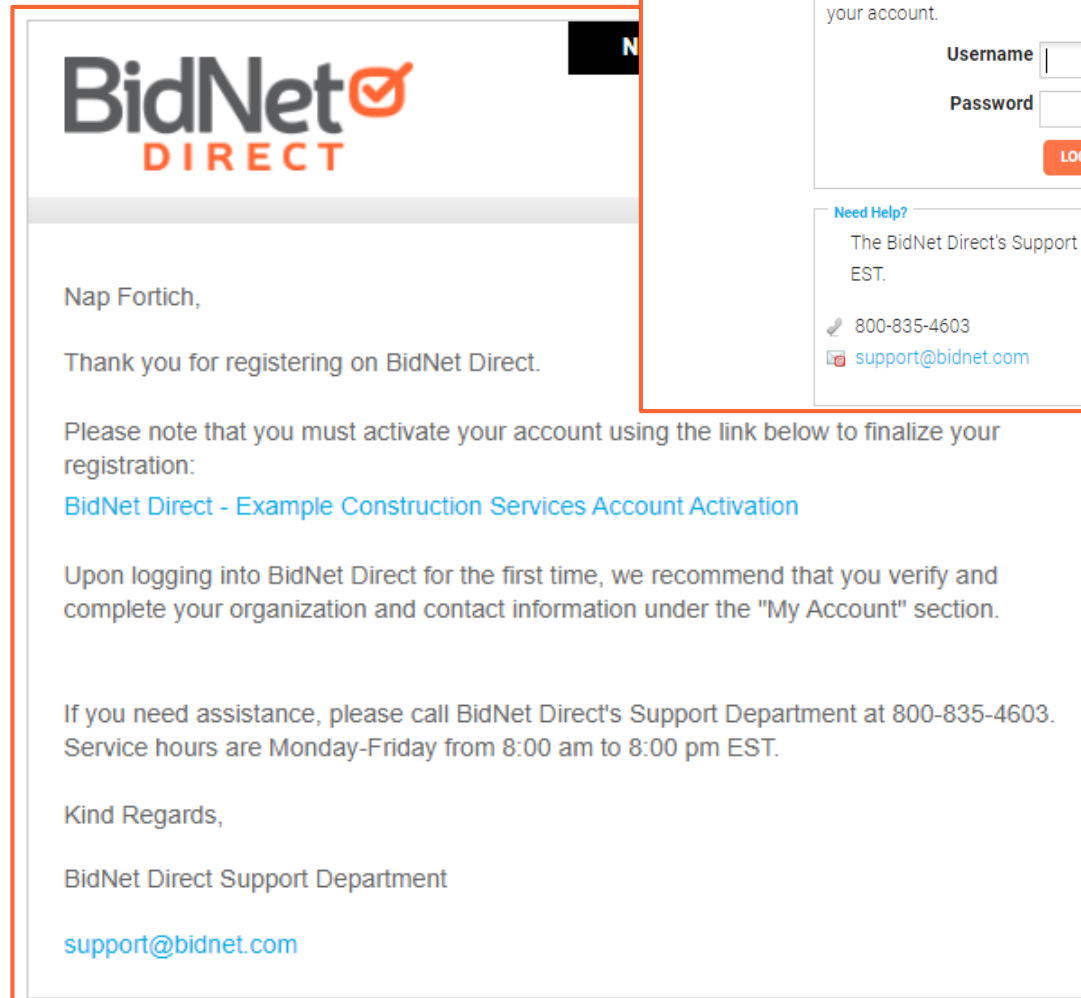
Card Holder's Name*

Security Code* 

[PREVIOUS](#) [COMPLETE REGISTRATION](#)

Follow Link to Activate Account

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



The image shows a screenshot of an email from BidNet Direct and a corresponding web page for account activation. The email, addressed to Nap Fortich, thanks the recipient for registering and provides a link to activate the account. The activation page, titled "Account Activation", prompts the user to enter their registration username and password, followed by a "LOGIN" button. A "Need Help?" section in the activation page provides support contact information: 800-835-4603 and support@bidnet.com.

BidNet DIRECT

Nap Fortich,

Thank you for registering on BidNet Direct.

Please note that you must activate your account using the link below to finalize your registration:
[BidNet Direct - Example Construction Services Account Activation](#)

Upon logging into BidNet Direct for the first time, we recommend that you verify and complete your organization and contact information under the "My Account" section.

If you need assistance, please call BidNet Direct's Support Department at 800-835-4603. Service hours are Monday-Friday from 8:00 am to 8:00 pm EST.

Kind Regards,

BidNet Direct Support Department

support@bidnet.com

Account Activation

Activation

Please enter the username and password you chose during your registration in order to activate your account.

Username

Password

LOGIN

Need Help?

The BidNet Direct's Support Department is available Monday-Friday from 8:00 am to 8:00 pm EST.

📞 800-835-4603

✉ support@bidnet.com

<https://www.bidnetdirect.com/florida/university-of-west-florida>

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 automatic email notifications when you match with new solicitations
 - In your company profile for buyers to search & find by product/service requirements
 - For any “invitation” to bid manually requested by buyers

Account Activation

1 - Category Selection 2 - Additional Information 3 - Confirmation

Thanks for registering! Now that your account is all set up, select your categories to find matching bids!

NIGP CATEGORIES 3 Selected

Categories Selected (3) [Clear All](#)

91800	CONSULTING SERVICES	
91819	Buildings, Structures and Components Consulting Buildings, Structures and Components Consulting	
91832	Consulting Services (Not Otherwise Classified) Consulting Services (Not Otherwise Classified)	

CATEGORIES

▼ 905	AIRCRAFT AND AIRPORT OPERATIONS SERVICES
<input type="checkbox"/> 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
<input type="checkbox"/> 91158	C.I.P., Special Consultants C.I.P., Special Consultants
▼ 918	CONSULTING SERVICES
<input checked="" type="checkbox"/> 91800	CONSULTING SERVICES

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NEXT

Additional Information

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

Account Activation

1 - Category Selection 2 - Additional Information 3 - Confirmation

Business Structure* 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

Business Type Small
 Large
 Minority Owned
 Woman Owned
 Veteran Owned
 Disabled
 Disadvantaged
 Service Disabled
 Historically Underutilized Business (located in a HUB Zone)
 Historically Underutilized Business (not located in a HUB Zone)
 Historically Black College or University
 Other

Owner Ethnicity Caucasian
 Hispanic
 Asian/Asian Pacific
 Sub-Continent Asian (Asian Indian)
 African American/Black
 Native American
 Other

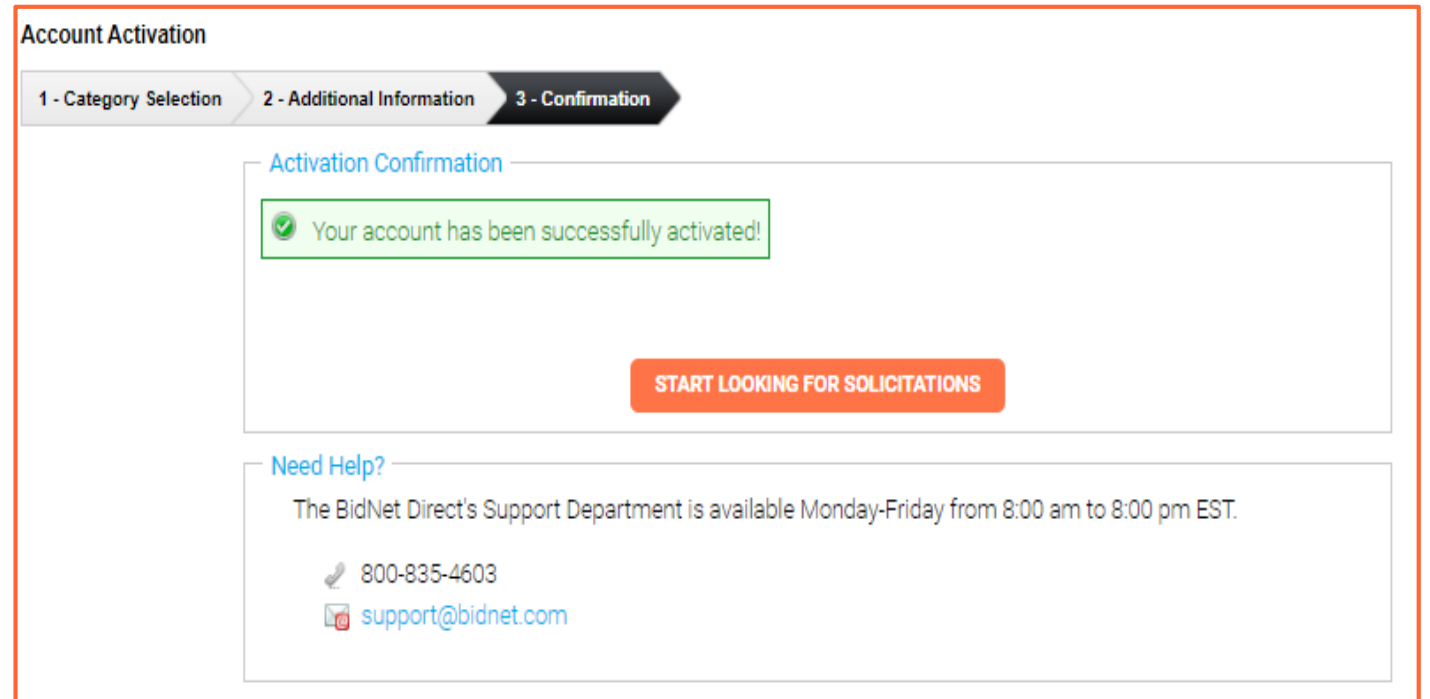
Number of Employees* 51 to 250

Established Since* 2005

W-9 [Upload W-9 form](#)

Registration COMPLETE!

- Login and start looking at open solicitations
- If you selected the paid e-mail notification for the Purchasing Group or Statewide Opportunities, new notifications of solicitations that match your profile will start immediately
- Need help registering or navigating the system? Contact the BidNet Direct Vendor Support team at 800-835-4603, option 2



The screenshot shows the 'Account Activation' page with a progress bar indicating three steps: '1 - Category Selection', '2 - Additional Information', and '3 - Confirmation'. The '3 - Confirmation' step is active. Below the progress bar, there is a section titled 'Activation Confirmation' containing a green checkmark icon and the text 'Your account has been successfully activated!'. Below this message is an orange button labeled 'START LOOKING FOR SOLICITATIONS'. At the bottom, there is a 'Need Help?' section with the text 'The BidNet Direct's Support Department is available Monday-Friday from 8:00 am to 8:00 pm EST.', a phone icon next to the number '800-835-4603', and a mail icon next to the email address 'support@bidnet.com'.