



What is Bidnet Direct?

State and local government agencies throughout the state of Washington, like the <u>City of</u> <u>Sammamish</u>, utilize Bidnet Direct for distribution of solicitations - including documents and addendum, vendor management and award management. Many participating agencies also utilize the electronic bid submission option for vendors to submit responses directly online through the platform. In addition, our content team of researchers visits thousands of agency websites, newspapers, and other locations to aggregate open solicitations from nonparticipating agencies to alert registered vendors of matching opportunities.

How do I register on Bidnet Direct to receive City of Sammamish's business opportunities?

Registration on Bidnet Direct is done online. To receive notifications matching the City of Sammamish's business opportunities, simply register <u>here</u>.

What are the registration options?

There are 3 types of registration options.

When you register, you are registering for access to not only the <u>City of Sammamish</u>'s open solicitations, but also solicitations from other participating agencies throughout Washington.

Limited registration will send you automatic notifications of matching solicitations from the City of Sammamish and other member agencies in the Washington Purchasing Group and allows you to access documents and respond to electronic bids.

For maximum bid opportunities and features Statewide or Federal bids allows you to receive matching email notifications from all Member Agencies across Washington, State & Local, and/or Federal bids.

Limited \$0	State & Local \$36 /month billed annually	Federal, State & Local \$45/month billed annually
 Member agencies bids Real-time bid alerts 	 Member agencies bids Real-time bid alerts Advanced search Daily bid notifications State & local bids 	 Member agencies bids Real-time bid alerts Advanced search Daily bid notifications State & local bids Federal bids

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What information do I need to register on Bidnet Direct?

Basic registration requires key contact information for your company's main user, such as company name, address, and phone number. Once you have completed the basic registration, you will receive an email to verify your account information. After your account is verified, you will be prompted to complete additional information, including NIGP Category code selections and any applicable Disadvantage Business Enterprise (DBE) or Small Business (SB) certification information. You can start the <u>registration process here</u>.

Will I be able to download documents?

Yes, all registered vendors can download documents from the <u>City of Sammamish</u> along with other participating agencies documents attached to matching solicitations.

I am having trouble registering or have a Bidnet Direct question, who can I contact for assistance?

Bidnet Direct's Vendor Support team is available M-F from 5 a.m. – 5 p.m. PT. You can contact us at (800) 835-4603, option 2 or <u>support@bidnet.com</u>.