

Keeping PennBid Users informed of the latest features and functionality.



Displaying Bid Results

In PennBid, you can "set it and forget it" when it comes to displaying bid results. When a solicitation is established, the default is that the companies who submitted bids and the base bid totals will be publicly displayed following the electronic bid opening by the posting agency.

As with most features in PennBid, this setting can be modified with just a few mouse clicks at any time. This includes displaying the cost for every line item, including adds/deducts, or keeping the results hidden (if appropriate or permissible).

To learn more...

DISPLAYING BID RESULTS



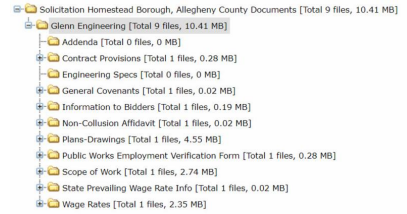
Placeholders

From time to time, a solicitation must be advertised before the documents are finalized. In these instances, posting a "Placeholder" gives potential bidders a snapshot of your upcoming solicitation.

To give bidders the longest exposure time possible, your project can be made visible with a few language tweaks in the description box. On the Setup screen, indicate within the Description field that the documents will be uploaded at a later time. The same idea applies if the bid form(s) aren't ready at the time of advertisement.

To learn more...

GOING LIVE



Custom Document Folders

PennBid allows Users to customize document folder templates within a solicitation.

Within a new solicitation, create a unique folder structure that meets all project needs. As a reminder, folders that do not contain files are hidden from the public, so be sure to include as many folders as desired. Then simply clone when starting a new project and the folder hierarchy previously established will already be set up and ready for new documents.

Note: The same process can be used to establish RFIs that you'd like visible on every project.

To learn more...

CUSTOMIZING DOCUMENT FOLDERS

For more useful tips and pointers, including training videos and "quick-guides", please visit the [Resource Center](http://www.pennbid.net) on our website at www.pennbid.net.

PennBid is proudly endorsed by:



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