

Process: Promotion, Evaluation and Proposing

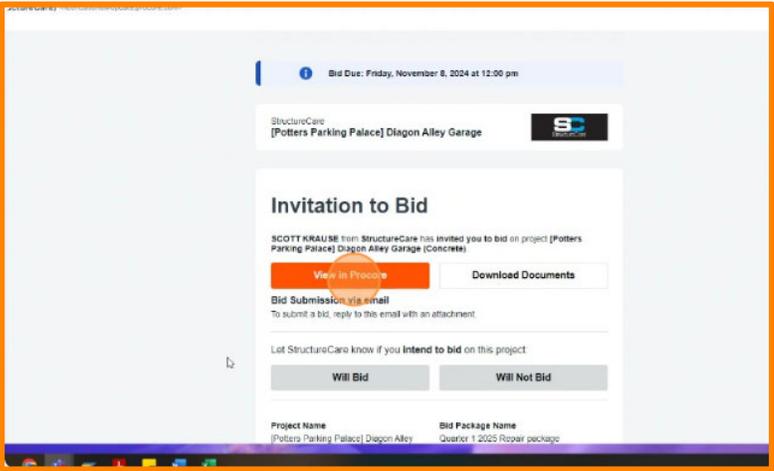
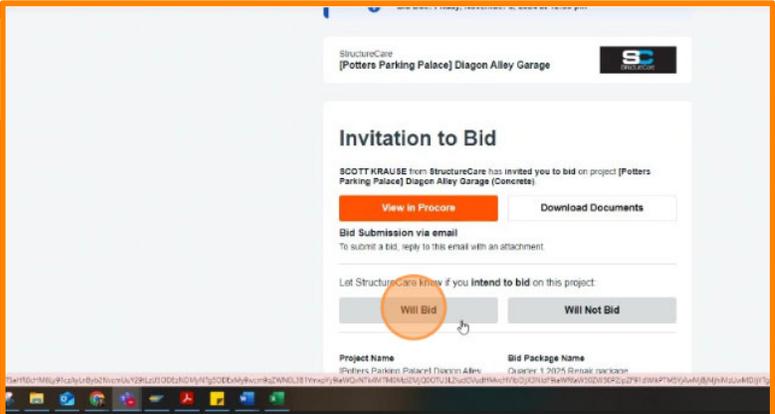
Topic: Respond to Invitation to Bid

Groups Involved: SC Vendors

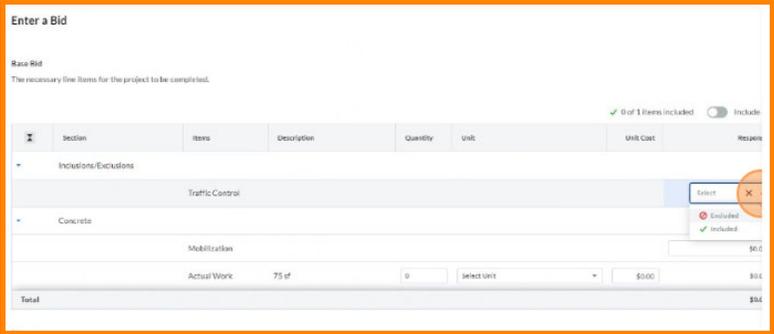
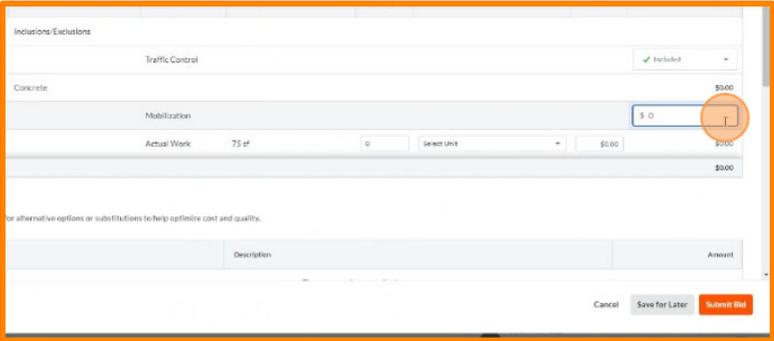


Topic Purpose & Overview:

How to complete the StructureCare bidding process as a vendor in the Procore Bidding Tool.

Steps	Visuals
<p>Access Bid Invitation</p> <ol style="list-style-type: none">1. Open the email containing the invitation to bid on a project2. Select “View in Procore” or “Download Documents” to review supporting drawings and observations to help determine your response to the invitation to bid3. Select “Will Bid” or “Will Not Bid” <p>Note: Each bid invitation includes a due date. You must submit your bid by this deadline.</p>	<p>2</p>  <p>[Vanguard] Atwater PG > Bid Documents > 2025 Repairs</p> <ul style="list-style-type: none"><input type="checkbox"/> Name<input type="checkbox"/> Drawings<input type="checkbox"/> Observations <p>3</p> 

Topic: Respond to Invitation to Bid

Steps	Visuals
<p>Complete Bid</p> <ol style="list-style-type: none"> 1. Enter your bid for every line item based on the notes in the details section 2. Enter Units of measure based on notes in the details section (Sf, in, cm, etc.) 3. Select “Submit Bid” once done 4. StructureCare receives the bid and will review and respond by the award date listed in the bid form <p>Note: To submit, you must enter bids for each line item and ensure you meet the visible due date.</p>	<div style="display: flex; flex-direction: column; align-items: center;"> <div style="display: flex; align-items: center; margin-bottom: 20px;"> <div style="border: 2px solid orange; border-radius: 50%; width: 40px; height: 40px; display: flex; align-items: center; justify-content: center; margin-right: 10px;">1</div> <div style="border: 2px solid orange; padding: 5px;">  </div> </div> <div style="display: flex; align-items: center;"> <div style="border: 2px solid orange; border-radius: 50%; width: 40px; height: 40px; display: flex; align-items: center; justify-content: center; margin-right: 10px;">3</div> <div style="border: 2px solid orange; padding: 5px;">  </div> </div> </div>

Guidelines

No guidelines at this time.