



Register for access to City of New Bedford, MA Business Opportunities

www.bidnetdirect.com/massachusetts/newbedford

bidnet direct.
powered by **mdf commerce**



MASSACHUSETTS
purchasing group

Vendor Benefits

- In addition to having access to the City of New Bedford's solicitations, by registering you will have the:
 - Access to participating agencies located throughout **Massachusetts**
 - Ability to access over 1,000 local, state, and federal government agencies across **Massachusetts**
 - Ability to respond electronically to bid opportunities issued by all participating agencies
 - Ability to receive email alerts of new solicitations and amendments
 - Ability to market your company through the Advertising Profile option (small subscription fee required)

www.bidnetdirect.com/massachusetts/newbedford



Package Selection

- Select the package that makes the most sense for your company
- For maximum bid opportunities, select Federal Bids to receive matching email notification from ALL **Participating Member Agencies, State & Local**, and **Federal** bids across **Massachusetts** (subscription fee required)
- Limited package provides access to all bid information; The City of New Bedford has a special arrangement where **you will receive notifications** of matching solicitations and addenda even when selecting the Free, Limited Access package.
- You can also add more States you are interested in doing business by clicking “Modify States”
- Press Save and Continue

Registration

1

Package Selection

One year

☒

Two years (save up to 20%)

Limited

\$0

Create an account

Member agencies bids

Group

\$9 /state /month

Billed annually

Member agencies bids

Real-time bid alerts

Advanced search

State

\$36 /state /month

Billed annually

Member agencies bids

Real-time bid alerts

Advanced search

Daily bid notifications

State & local bids

MAXIMUM BID OPPORTUNITIES!

Federal

\$45 /state /month

Billed annually

Member agencies bids

Real-time bid alerts

Advanced search

Daily bid notifications

State & local bids

Federal bids

Select your States (1)

New York X

Modify States

Get up to 25% OFF when you select 3+ states

Order Details

Federal Package

(One year)

New York

Empire State Purchasing Group

Sub-Total

\$540.00

Total

\$540.00

Prices are in US Dollars. All fees are non-refundable. Your subscription will renew automatically every year. Your next payment of \$540.00 (plus applicable taxes) is due next year. We will place these charges against your credit card on file next year 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.

Selected States - Federal Package

State Name

STATE NAME (# OF AGENCIES) Select All/None

☐ Alabama (1045)

☐ Alaska (899)

☐ Arizona (985)

☐ Arkansas (1127)

☐ California (1589)

☐ Colorado & Wyoming (1317)

☐ Connecticut (1242)

☐ Delaware (883)

☐ Florida (1257)

☐ Georgia (1119)

State Discounts (Per Month)

1-2 states

\$43.00 each

3-4 states

\$38.00 each

5 or more states

\$175.00

Cancel

Confirm (1) States

www.bidnetdirect.com/massachusetts/newbedford

3

Personal Information

- In this section, you can provide the basic information of the user and your preferred login information
- Make sure to read the Terms & Conditions and attest that you are an authorized representative of your company.

2

Personal Information

First Name

Nap

Last Name

Fortich

Company Name

Example Construction Services

Phone Number

518 221 2456

Connection Details

Email Address

nap.fortich@exampleconstruction.com

Username

nap.fortich@exampleconstruction.com

Password

.....

Confirm Password


.....

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

Advertising Profile (Optional)


*If you want to use Bidnet without paying, please make sure that this button is unselected.

- Also in this section, 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 click on the toggle to remove the Advertising Package. *You can always add this later.**
- Review your personal information and click “Save and Continue”
- Note: If you did not select any paid packages, the button will say “Finalize the Registration”. Skip to page 7.*



Stand out from the competition!

- Advertise your company's brand & offering
- Showcase your sell-sheets & one-pagers
- Catch the attention of more buyers

**Added \$64.95**

2 Personal Information

First Name
Nap

Last Name
Fortich

Company Name
Example Construction Company

Phone Number
518 221 2456

Connection Details

Email Address
nap.fortich@exampleconstruction.com


Username
nap.fortich@exampleconstruction.com

Password
.....

Confirm Password
.....


☐ I would like to receive promotional emails. (Optional)

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



Stand out from the competition!

- Advertise your company's brand & offering
- Showcase your sell-sheets & one-pagers
- Catch the attention of more buyers

**Added \$64.95**

Save and Continue

Order Details

Federal Package (One year)	
New York Empire State Purchasing Group	
Enhanced Advertising Profile	\$64.95
Sub-Total	\$604.95
Total	\$604.95

Prices are in US Dollars. All fees are non-refundable. Your subscription will renew automatically every year. Your next payment of \$604.95 (plus applicable taxes) is due next year. We will place these charges against your credit card on file next year 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.

User Information

Nap Fortich
Example Construction Company
nap.fortich@exampleconstruction.com

Payment Information (if applicable)

- If any paid registration options were selected, you will be prompted to enter your credit card information
- You can review the amount and the user information on the right screen
- Finalize the registration

3

Payment Method

VISA

AMERICAN EXPRESS

Card Holder Name

Card Number

0000 0000 0000 0000

Expiry Date

MM/YY

Security Code

CVV

Billing Address

Address

City

Zip/Postal Code

Country

United States

State/Province

Choose a state/province

Finalize the registration

Order Details

Federal Package

(One year)

New York

Empire State Purchasing Group

Enhanced Advertising Profile

\$64.95

Sub-Total

\$604.95

Total

\$604.95

Prices are in US Dollars. All fees are non-refundable. Your subscription will renew automatically every year. Your next payment of \$604.95 (plus applicable taxes) is due next year. We will place these charges against your credit card on file next year 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.

User Information

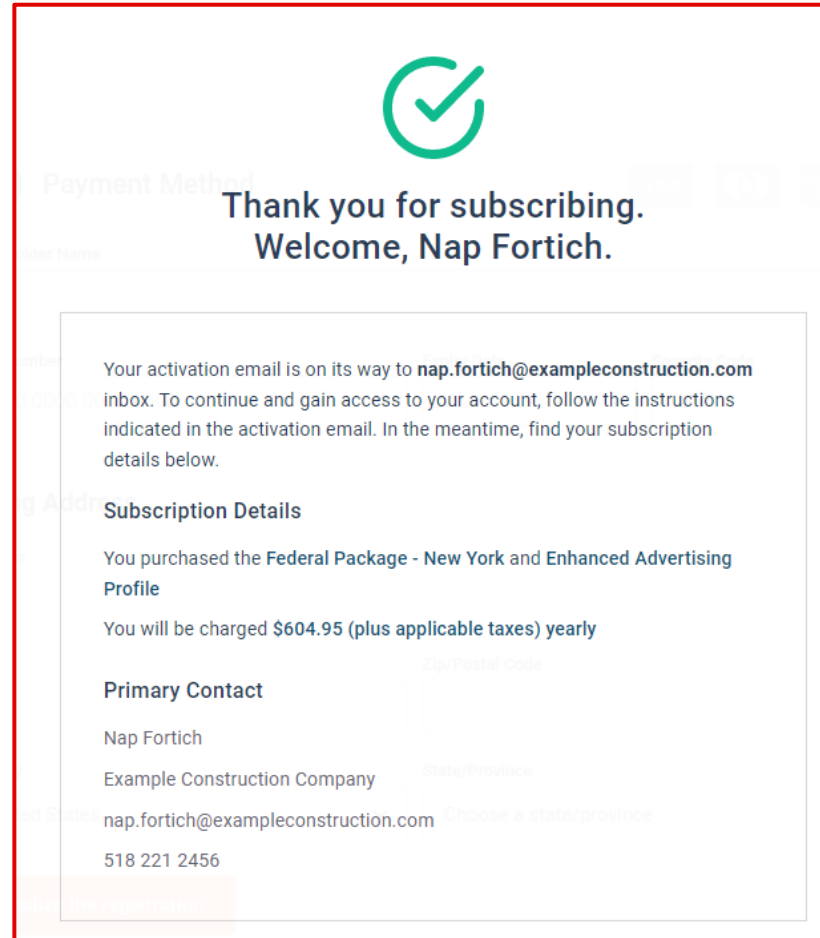
Nap Fortich

Example Construction Company

nap.fortich@exampleconstruction.com

Complete & Activate Account

- This confirmation page will show your subscription details and the activation email will be sent to you in a few minutes
- **Check your email** to complete the registration process & verify your email address. *Make sure to check your Spam Inbox if you have not received your activation email.*
- Click on the link and login using the username and password you entered



The image shows a confirmation page for a user named Nap Fortich. At the top, there is a green checkmark icon. Below it, the text reads "Thank you for subscribing. Welcome, Nap Fortich." In the center, there is a box containing the following information:

Your activation email is on its way to **nap.fortich@exampleconstruction.com** inbox. To continue and gain access to your account, follow the instructions indicated in the activation email. In the meantime, find your subscription details below.

Subscription Details

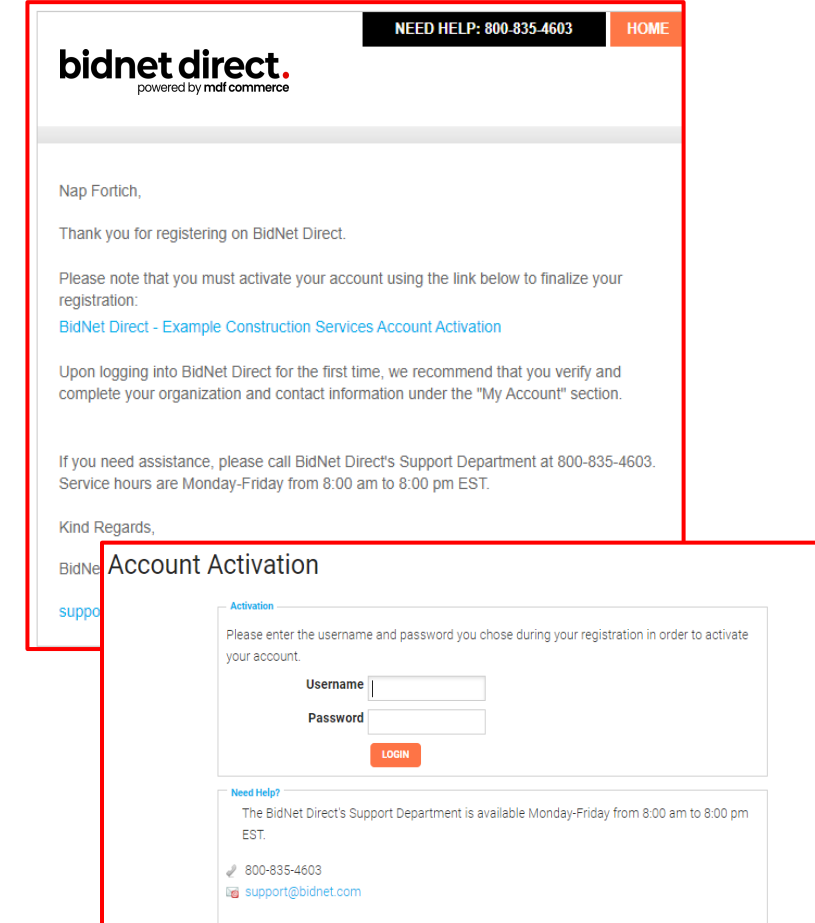
You purchased the **Federal Package - New York and Enhanced Advertising Profile**

You will be charged **\$604.95 (plus applicable taxes) yearly**

Primary Contact

Nap Fortich
Example Construction Company
nap.fortich@exampleconstruction.com
518 221 2456

Sample Email:



The image shows a sample email from BidNet Direct. The email header includes the BidNet Direct logo and the text "powered by mdf commerce". The email body contains the following text:

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

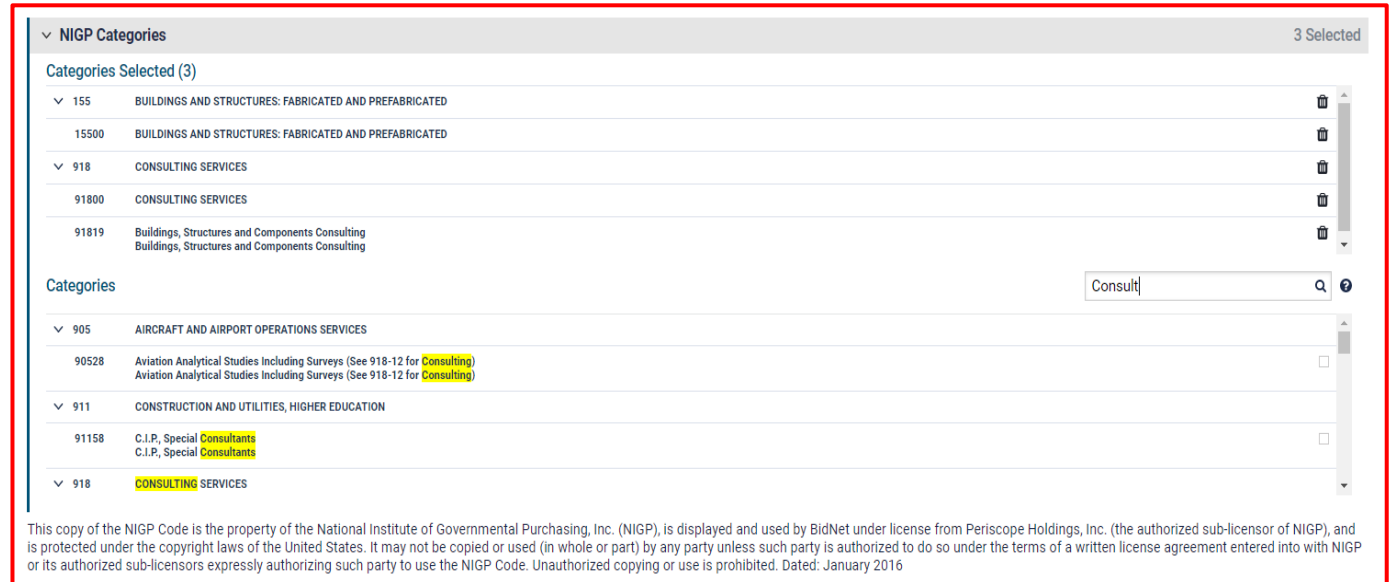
The email also includes a "Need Help?" section with the following text:

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

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



3 Selected

Categories Selected (3)

155	BUILDINGS AND STRUCTURES: FABRICATED AND PREFABRICATED	<input checked="" type="checkbox"/>
15500	BUILDINGS AND STRUCTURES: FABRICATED AND PREFABRICATED	<input checked="" type="checkbox"/>
918	CONSULTING SERVICES	<input checked="" type="checkbox"/>
91800	CONSULTING SERVICES	<input checked="" type="checkbox"/>
91819	Buildings, Structures and Components Consulting Buildings, Structures and Components Consulting	<input checked="" type="checkbox"/>

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)	<input type="checkbox"/>
911	CONSTRUCTION AND UTILITIES, HIGHER EDUCATION	<input type="checkbox"/>
91158	C.I.P., Special Consultants C.I.P., Special Consultants	<input type="checkbox"/>
918	CONSULTING SERVICES	<input type="checkbox"/>

Consult

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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

The screenshot displays a three-step registration process. Step 1, 'Category Selection', is completed. Step 2, 'Additional Information', is the current step, featuring two columns of checkboxes. The left column, 'Business Structure*', includes options like Public Corporation, Private Corporation, Partnership, LLC or LLP (checked), Individual/Independent Contractor/Sole Proprietor, Joint Venture, Non-Profit Organization, Government Agency, Organization exempt under Sec 501 (a), and Other. The right column, 'Business Type', includes Small (checked), Large, Minority Owned (checked), 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), and Historically Black College or University. Below these are 'Owner Ethnicity' options (Caucasian, Hispanic, Asian/Asian Pacific (checked), Sub-Continent Asian (Asian Indian), African American/Black, Native American, Other) and a 'Number of Employees*' field with a dropdown set to '11 to 50'. A 'W-9' section has an 'Upload W-9 form' link. A modal window titled 'Empire State Purchasing Group - Additional Information' is open, asking if the company is a registered minority with the Empire State Development's Division of Minority and Women's Business Development with the State of New York? (Yes, checked) and if it is a federal DBE with any of the following agencies (Yes, checked). The modal lists agencies: New York State Department of Transportation, Metropolitan Transportation Authority, Port Authority of NY and NJ, Niagara Frontier Transportation Authority, and New York State Economic Development. 'PREVIOUS' and 'ACTIVATE' buttons are at the bottom right.

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

Owner Ethnicity

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

Number of Employees*

11 to 50

W-9

[Upload W-9 form](#)

Empire State Purchasing Group - Additional Information

Is your company a registered minority with Empire State Development's Division of Minority and Women's Business Development with the State of New York? *

☒ Yes ☐ No

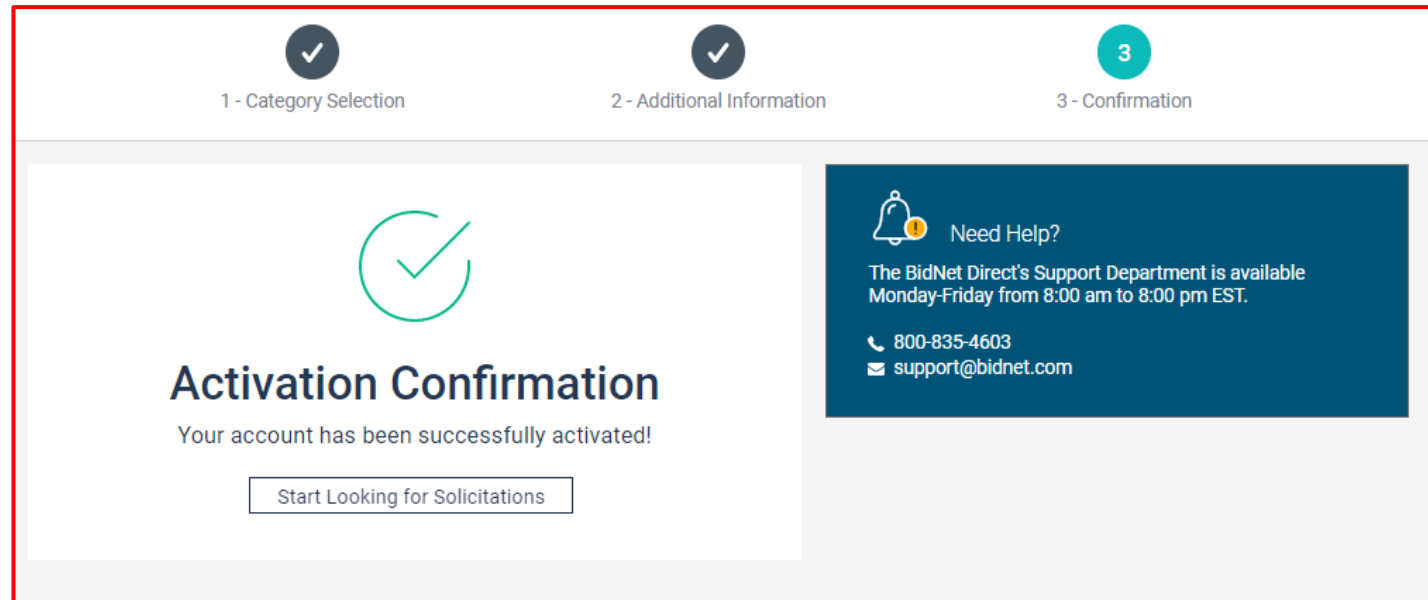
Is your company registered as a federal DBE with any of the following?

☒ Yes ☐ No

New York State Department of Transportation, Metropolitan Transportation Authority, Port Authority of NY and NJ, Niagara Frontier Transportation Authority, New York State Economic Development*

PREVIOUS ACTIVATE

Registration Complete!



- Login and start looking for open solicitations from the **City of New Bedford**
- If you selected the paid e-mail notification for Group, Statewide or Federal 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**