



Register for access to Hernando County School District, FL Business Opportunities

www.bidnetdirect.com/florida/hermandoschools



Vendor Benefits

- In addition to having access to Hernando County School District's solicitations, by registering you will have the:
 - Access to nearly 75 participating agencies located in **Florida Purchasing Group**
 - Ability to access over 1200 local agencies across **Florida**, state, and federal government
 - 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/florida/hernandoschools



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** across **Florida, State & Local**, and **Federal** bids (subscription fee required)
- Limited package provides access to all bid information and provides notifications of new matching opportunities from member agencies in the **Florida Purchasing Group**. *Vendors can also view, search, download, and respond electronically to any solicitation at **no cost**.*
- You can also add more States you are interested in doing business by clicking “Modify States”
- Press Save and Continue

Registration

✓ Package Selection

One year ☒ Two years (save up to 20%) ☐

MAXIMUM BID OPPORTUNITIES!

Limited

\$0

Create an account

✓ Member agencies bids

✓ Real-time bid alerts

State

\$36 /state /month

Billed annually

294 AGENCIES

✓ Member agencies bids

✓ Real-time bid alerts

✓ Advanced search

✓ Daily bid notifications

✓ State & local bids

Federal

\$45 /state /month

Billed annually

1119 AGENCIES

✓ Member agencies bids

✓ Real-time bid alerts

✓ Advanced search

✓ Daily bid notifications

✓ State & local bids

✓ Federal bids

Select your States (1)

Florida x

Modify States

Save and Continue

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

Selected States - Federal Package

State Discounts (Per Month)

1-2 states	\$43.00 each
3-4 states	\$38.00 each
5 or more states	\$175.00

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)

Cancel

Confirm (1) States

Order Details

Federal Package
(One year)

Florida
Florida 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.

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	Last Name
Nap	Fortich
Company Name	Phone Number
Example Construction Services	518 245 2368

Connection Details

Email Address	Username
nap.fortich@exampleconstruction.com	nap.fortich6
Password	Confirm Password
.....	

Advertising Profile (Optional)

- 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 Services

Phone Number

518 245 2368

Connection Details

Email Address

nap.fortich@exampleconstruction.com

Username

nap.fortich6

Password

.....

Confirm Password

.....

☒ 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)

Florida
Florida 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 Services

nap.fortich@exampleconstruction.com

www.bidnetdirect.com/florida/hernandoschools

SOVRA

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





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

Federal Package

(One year)

Florida

Florida 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 Services

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



Thank you for subscribing. Welcome, Nap Fortich.

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 - Florida** and **Enhanced Advertising Profile**

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

Primary Contact

Nap Fortich
Example Construction Services
nap.fortich@exampleconstruction.com
518 245 2368

Payment Method

Sample Email:

powered by mdf commerce

NEED HELP: 800-835-4603

HOME

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
support

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

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

▼ NIGP Categories

3 Selected

Categories Selected (3)

▼ 155

BUILDINGS AND STRUCTURES: FABRICATED AND PREFABRICATED

15500

BUILDINGS AND STRUCTURES: FABRICATED AND PREFABRICATED

▼ 918

CONSULTING SERVICES

91800

CONSULTING SERVICES

91819

Buildings, Structures and Components Consulting
Buildings, Structures and Components Consulting

Categories

Consult

▼ 905

AIRCRAFT AND AIRPORT OPERATIONS SERVICES

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

91158

C.I.P., Special Consultants
C.I.P., Special Consultants

▼ 918

CONSULTING SERVICES

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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 particular types of businesses
 - For any “invitation” to bid manually requested by buyers

The screenshot shows a three-step registration process. Step 1, 'Category Selection', is completed. Step 2, 'Additional Information', is the current step. It contains several sections: 'Business Structure*' with checkboxes for 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; 'Business Type' with checkboxes for 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), Historically Black College or University, and Other; 'Owner Ethnicity' with checkboxes for Caucasian, Hispanic, Asian/Asian Pacific (checked), Sub-Continent Asian (Asian Indian), African American/Black, Native American, and Other; 'Number of Employees*' with a dropdown menu showing '11 to 50'; and 'Established Since*' with a text box containing '2005'. Below these is a 'W-9' section with an 'Upload W-9 form' link. A modal dialog is open at the bottom right, asking 'Is your company a registered MBE through the state of Florida?*' with radio buttons for Yes and No (selected). It also asks 'Any other MBE Certifications?*' with radio buttons for Yes and No (selected). At the bottom right of the modal are 'Cancel' and 'Save' buttons.

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* 11 to 50

Established Since* 2005

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

Is your company a registered MBE through the state of Florida?*

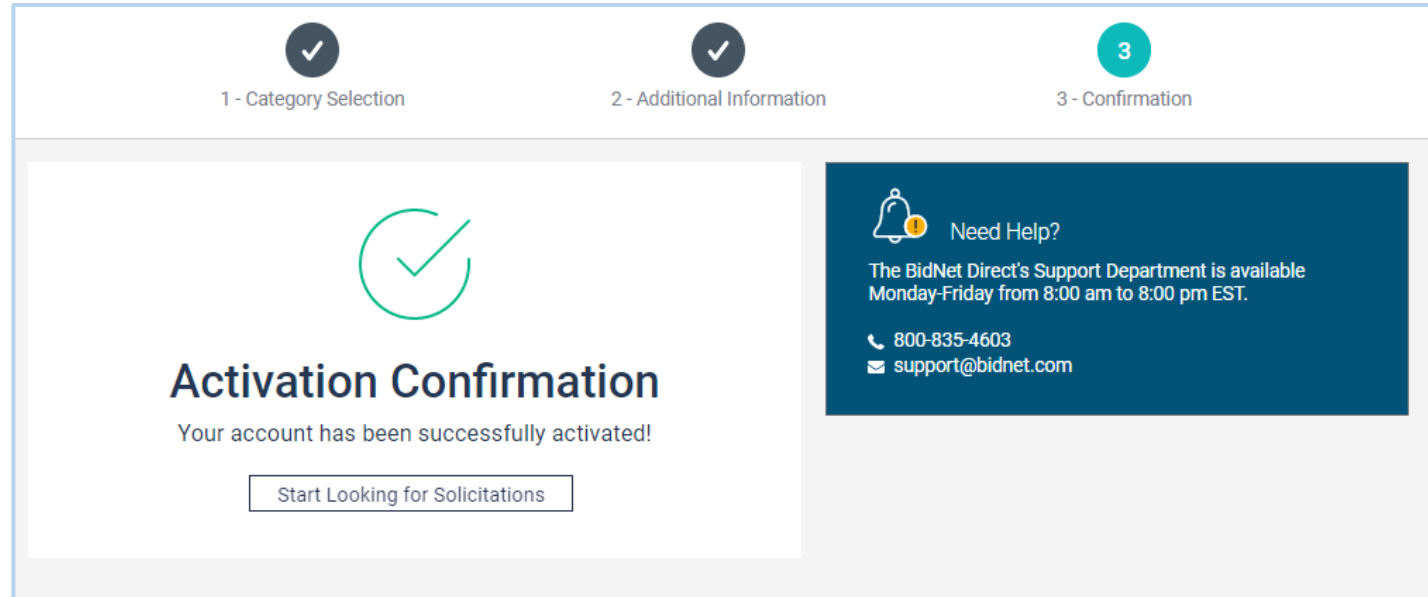
☐ Yes
☒ No

Any other MBE Certifications?*

☐ Yes
☒ No

Cancel Save

Registration Complete!



- Login and start looking for open solicitations from **Hernando County School District**
- If you selected 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** or email us at support@bidnet.com