How to Navigate to Planet Bids for Construction <u>Projects and RFQ's/RFP's</u>

- 1. Visit the City of Salinas website at: https://www.cityofsalinas.org/Home
- 2. Hover on for Business and Select Bidding Basics.



3. This selection will open to the Bidding Basic page, then to view our current projects click on the PlanetBids Link.

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	Bidding Basics						
	How to Bid on Projects						
	The City of Salinas has partnered with <u>PlanetBids.com</u> to print, sell, issue addendums and maintain a plan holders list for construction projects and maintenance service contracts.						
	Register your Company & Get Notified Propective biddes mult register on the Prantitids web site through the City of Solhos vendor portal to view and print bid poctages. Only biddes registered through the City of Solhos vendor portal will receive updates and addends. If the Edder is not registered on the Prinerities weblets through the City of Solhos vendor portal when submitting a bid or proposel, then the bid shall be disputified.	TASA.					
	Purchase Plans & Specifications						
	To view current projects and to purchase plans and specifications, visit the <u>PlanetBids.com</u> site and filter for City of Solinas projects.						
	For a step-by-step instruction guide on how to register on <u>Planetilizis</u> through the City's vendor portal please refer to documents section below.						
	Local Business Preference						
		TO NON-TRANSPORT					

OR visit the website Planet Bids directly at: https://vendors.planetbids.com/portal/22949/portal-home

4. If you want to search for a bid, click on Bid opportunities.

	City of Salinas \rightarrow	
Bid Opportunities	Vendor Portal	
Search and bid electronically on opportunities with this agency, download documents, and	Windfor Registration Registration there are a last an activity prover, the system is a last and and and activity prover, there are a last and activity prover, there are	
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5. Search for a specific bid with the following search tool below:



Bid Opportunities

Keyword	Bid Type 👻	Categories	Stage	•
Department 👻	Due Date From	Due Date To	Clear	

Found 156 bids

or scroll through planet bids list automatically provided.

6. To view other tabs, such as "Documents /Attachments," a Planet Bid account is required:

Email *	
Password *	0
LOG IN	
Need passwor Registe	d help? r

Log in or register for a **FREE** Planet Bid Account.

7. Click "Register" and it will prompt the new registration	City of Salinas \rightarrow	
screen:	Register as a Vendor	
Complete the form with the	Company Name *	
required information and clicl "Register"	FEI/SSN *	
	Email *	
REMINDER: Planet Bid registration is <u>FREE</u> of charge	SIGN UP	
	Already have an account? Log in here.	

thru the City of Salinas Vendor

Portal. Upon completion you will be able to download project documents, determine intent to bid on individual projects and conform to required bid procedures.