

VSS UPDATES

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Bidding History

October 2, 2017

When you create a **Solicitation Response** (offer/bid) to a solicitation, a link to your **Solicitation Response** will appear under the **Respond Online** button of the **Detail** page. This will grant you quick access to work on or view your offer/bid. Next to the link is the status of the offer/bid.

Account Information | Business Opportunities | Solicitation Responses

Solicitations | My Watchlist | Surplus Auctions

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Solicitation: 1800005 **Furnish and Deliver Rustic Eucalyptus Fencing**
Issued: 9/14/17 Last Amended: **Current Status: Open**

Start Date: [Add this item to Watch List](#)

Closing Date: 11/30/17 2:00 PM HST Doc Dept: Enterprise Services

Time Left: **66 Days, 02:46:31** Buyer Name: Anthony Perreira

Category: Goods/Services

Type: Request for Quotes(RFQ)

Response Options

[Respond Online](#)

[My Offer SR-DES-ESR2017092501434-1\(Draft\)](#)

Buyer Additional

If you have an open **Solicitation Response**, the **Respond Online** button will be inactive and grayed out.

- For procurement solicitations, you will not be able to create another **Solicitation Response** if the status is “**Draft**”, “**Rejected**”, or “**Accepted**”. Either continue with the existing **Solicitation Response** or withdraw your offer first if the status is “**Accepted**”.
- For surplus auction, you will not be able to create another **Solicitation Response** if the status is “**Draft**” or “**Rejected**”. Only after submitting your current bid can you then make a new one.

Account Information | Business Opportunities | Solicitation Responses

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Solicitation: 1800005 **Furnish and Deliver Rustic Eucalyptus Fencing**
Issued: 9/14/17 Last Amended: **Current Status: Open**

Start Date: [Add this item to Watch List](#)

Closing Date: 11/30/17 2:00 PM HST Doc Dept: Enterprise Services

Time Left: **66 Days, 02:57:37** Buyer Name: Anthony Perreira

Category: Goods/Services

Type: Request for Quotes(RFQ)

Response Options

[Respond Online](#)

[My Offer SR-DES-ESR2017092201432-1\(Accepted\)](#)

[My Offer SR-DES-ESR2017092101431-1\(WithDrawn\)](#)

Buyer Additional

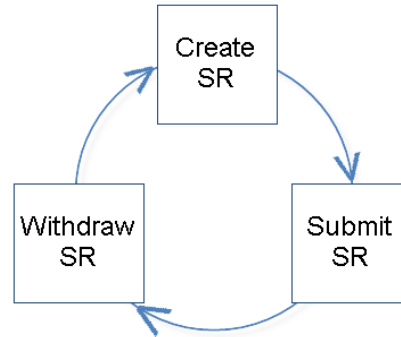
Procurement - Modifying a Solicitation Response

October 2, 2017

This does not apply to Surplus Auctions.

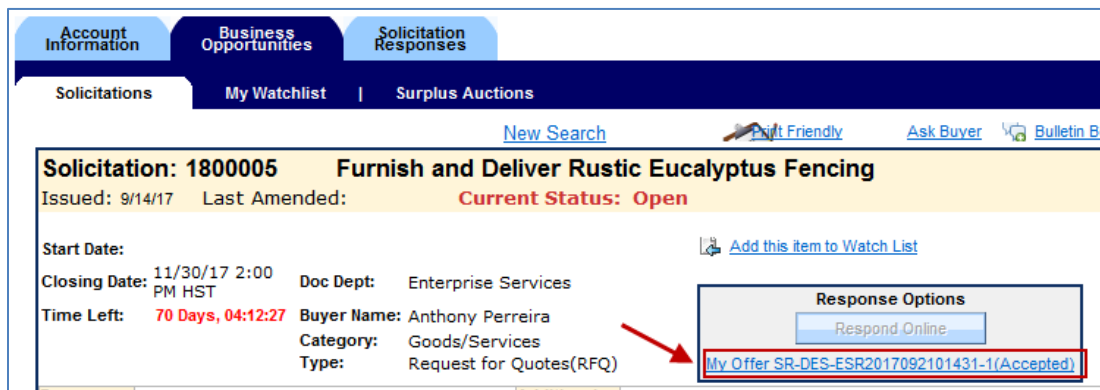
You cannot modify or change your **Solicitation Response** (offer) after successfully submitting an offer on VSS. To modify or change any part of your offer, you must first withdraw your offer and then submit a new **Solicitation Response**.

The modification flow chart cycle will be like this:

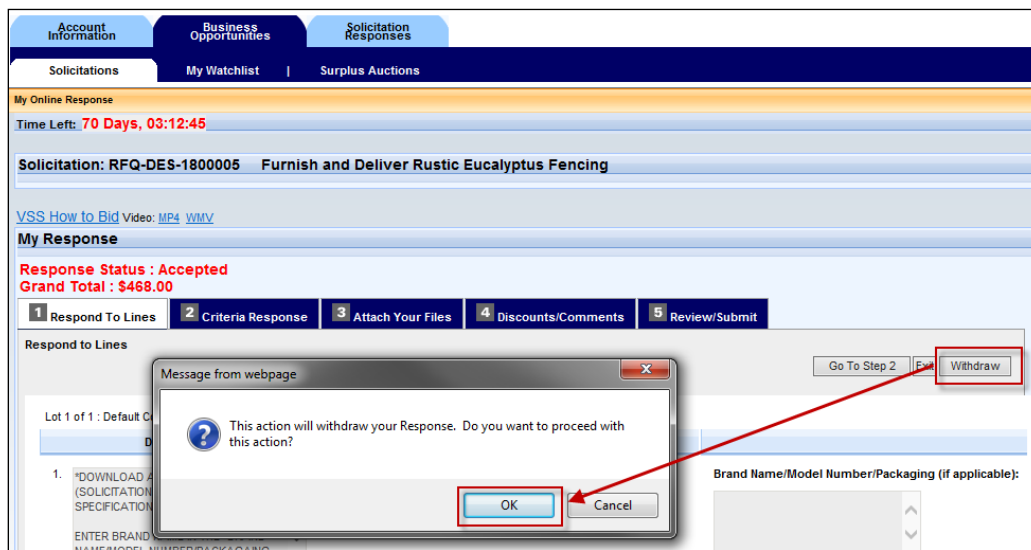


How do you withdraw your Solicitation Response?

1. Click on the link to the “Accepted” **Solicitation Response**.



2. Click on the Withdraw button to withdraw the bid. A pop up window will appear to confirm your action. Click OK.



Surplus Auction - Bid and Submit on Same Page

October 2, 2017

This does not apply to procurement solicitation.

When bidding on a Surplus Auction item, entering your bid and submitting it can be done on the same page.

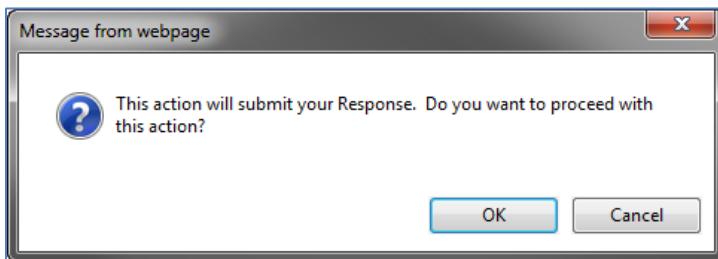
How do you submit a Surplus Auction bid?

1. When in the **Solicitation Response** (bidding) page, enter your bid in the **Unit Price/Bid Amount** box, then click the **Submit** button at the top.

The screenshot shows a web interface titled "My Response". At the top, it indicates "Response Status : Draft" and "Grand Total : \$0.00". Below this is a navigation bar with five steps: 1 Respond To Lines, 2 Criteria Response, 3 Attach Your Files, 4 Discounts/Comments, and 5 Review/Submit. The "Respond to Lines" section includes buttons for "No Bid for Solicitation", "Undo No Bid for Solicitation", and "View Current Best Bids". A "Submit" button is highlighted with a red box and a red arrow pointing to it. Below this, there are buttons for "No Bid for Lot" and "Undo No Bid for Lot". The main table has two columns: "Description" and "Your Offer". The first row in the table contains the following information:

Description	Your Offer	Brand Name/Model Number/Packaging (if
1. PUBLIC INSPECTION BY APPOINTMENT. CONTACT DARRELL KANINIAU AT 768-9590. EQUIPMENT IS LOCATED AT OAHU TRANSIT SERVICES MAINTENANCE SHOP BUILDING C, MIDDLE STREET. CLICK ON	Requested Quantity : 1 EACH Response Type : Bid Unit Price : 25 Total :	

2. A confirmation window will pop up inquiring if you want to submit your Response (bid). Click **OK** to confirm submitting your bid.



Procurement - Brand Name, Model Number or Packaging

August 10, 2017

This does not apply to Surplus Auctions.

VSS will now require the Brand Name, Model Number, or Packaging information when placing a bid to sell goods to the City.

When will I be required to provide the brand name, model number, or packaging information?

The City will state when it is required in the commodity line description. **See "A" below:**

If required, where do I enter the brand name, model number, or packaging information?

A field is provided in the Solicitation Response page. **See "B" below:**

A verification step will be included in the online Solicitation Response.

Criteria	Description	Mandatory YES Answer	Response Type Expected	Text Response	Yes/No Response	Date Response	Number Response
Default 17	Are Brand Name, Model Number, and/or Packaging info. entered in Step 1?	Yes	Yes/No		<input type="radio"/> No <input checked="" type="radio"/> Yes		