



CITY OF ORLANDO

INVITATION FOR BID AWARD INFORMATION

The Purchasing and Materials Management Division is the official source to obtain information relating to City of Orlando solicitations. It is incumbent on the bidder to obtain current bid and award information prior to and after the scheduled opening date of a solicitation. Information is updated daily as it becomes available. An award, or recommendation of award, may be made at any time after the scheduled opening date of a solicitation. You may obtain award and other information in a variety of ways:

1. There are two Internet sites available to obtain solicitation award and other information:

- A. **Onvia by DemandStar's website:**

http://www.demandstar.com/orlando/Bid_Info/BidInfo_Opening.htm

If you are interested in obtaining award information, copy and paste the above link into your web browser. From the pull-down menu at the top of the page, click on "Awarded" and then click on "Search". Choose the solicitation in which you are interested and click on "Details" on the far right hand side of the screen. Under the section titled "Bid Status Text", you may view Bid information.

- B. **City of Orlando Purchasing and Materials Management Division's Website:**

<http://www.cityoforlando.net/admin/purchasing/index.htm>

You may also access the same Onvia by Demandstar information by visiting this Purchasing and Materials Management Division's website. Copy and paste the above link in your web browser. On the beige menu bar located on the left hand side of the page, under the "Other Links" section, click on the link "View Current Bids", and then click on "Current Bids". From the pull-down menu at the top of the page, click on "Awarded" and then click on "Search". Choose the solicitation in which you are interested and click on "Details" on the far right hand side of the screen. Under the section titled "Bid Status Text", you may view Bid information.

You may also receive award information by clicking on "Other Links" in the same beige menu bar, and then click on "City of Orlando Bid Awards Report".

2. The Purchasing and Materials Management Division maintains a Bid Information Board. You may visit the Purchasing and Materials Management Division and obtain award information, bid packages, addendums, etc. Our office is located at:

**City of Orlando Purchasing and Materials Management Division
City Hall at One City Commons, Fourth Floor
400 South Orange Avenue
Orlando, Florida 32801**

3. You may also call the Purchasing and Materials Management Division at (407) 246-2291, during normal business hours, to request the solicitation information.

We appreciate your interest in doing business with the City Beautiful and wish you much success with your business ventures.

PURCHASING AND MATERIALS MANAGEMENT DIVISION
CITY HALL • 400 SOUTH ORANGE AVENUE • P.O. BOX 4990 • ORLANDO, FLORIDA 32802-4990
PHONE 407-246-2291 • FAX 407-246-2869 • <http://www.CityofOrlando.net>