

# Miami-Dade County Online Bidding via BidSync

Procurement Management Services Division  
Internal Services Department  
Miami-Dade County

# Agenda

- Overview of Current Process
- Business Need for Change
- Overview of BidSync
  - Vendor Onboarding Process
  - Future Solicitations Through BidSync
- Questions and Answers

# Current Process

- Solicitations created manually
- Advertised Through Miami-Dade County Website
- Printed Bids are Received
- Manual Tabulation, Evaluation is Done
- Results Uploaded to Website

# Business Need

- Streamline solicitation development, advertisement, receipt, and evaluation process by eliminating errors and redundancies, while reducing cost.



# BidSync Overview

- Miami-Dade County will use the services of BidSync to more efficiently distribute Bid/RFP solicitations and collect bid responses electronically.
- BidSync is an online bidding service designed to simplify and streamline the bidding process.
- Once registered BidSync e-mails bid notices and receipt of your response.
- Assist you in further identifying the services you provide
- Provide information on bids locally and nationally.

# BidSync Overview

- Requires Brief Registration with BidSync
- No Cost to You for Miami-Dade County Bids
- All Future Bids will be Processed Through BidSync
- Online Training and Support Available
- **Disclaimer:** *Use of the BidSync system for Miami-Dade-County purposes does not require vendors to participate in any Bidsync subscription service or option. In addition Miami-Dade County does not endorse any Bidsync subscription options.*

# BidSync Registration

To register as a vendor in the BidSync system, you must complete the registration form. You can access the registration form from <http://www.miamidade.gov/procurement/> by clicking on the “**Please register with Bidsync**” link.

If you decide to Register with BidSync by going directly to BidSync.com, please choose the **Basic - [Free Registration](#)** option.



# BidSync Un-Subscribe

If you are currently receiving BidSync subscription notifications, it is because you opted for Bidsync Links PLUS™ subscription when you registered. You can Unsubscribe from Bidsync's undesired notifications by clicking on the link provided in their email:

<https://www.bidsync.com/DPX?ac=stopemails&msgid=305201705&auth=2o7d82kdt546dfkk7cccbj86jp67lk>>"

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# Questions?

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<http://www.miamidade.gov/procurement/>