

nVision® Bid is a comprehensive software solution designed to automate the manual bidding process for school districts and municipalities by effectively creating and managing bids from initial setup to the award stage. All awarded bids can be conveniently converted into requisitions or purchase orders with full historical analysis. Bid provides a centralized database to easily input bids, maintain vendors, and log bid response activity which complies with legal, regulatory, and report requirements. Bid Administrators have the capability to restrict requestor access and control the types of items requestors can add to a bid.

Built with the most up-to-date Microsoft® development tools and written to Windows® standards, Bid has the same look and feel that Windows® users are already familiar with. Bid is a fully integrated module with nVision and is also available as a stand-alone application.

## Increased Efficiency

- Utilize built-in time saving scenario calculations
- Reduce bidding workloads
- Enter data effortlessly with instantaneous records management
- Achieve greater control of budget development
- Reduce costs
- Eliminate redundant input efforts between buildings and departments
- Analyze vendors' bids to determine the most cost effective price
- Import directly into Microsoft Office® Word & Excel



## Streamline Bid Process

- Seamless integration with Accounting
- Fully customizable maintenance tables
- Unlimited bid categories, sub-categories and items
- Audit trails of all actions made within Bid to ensure accountability
- Electronic submission of vendor quotes
- Customizable layout with resizable windows
- Spell check capabilities for free-form text entry
- Smart alerts to prevent users from missing important entries necessary to complete a bid
- Comprehensive bidding analysis with graphical presentation

## Seamless Bid Entry and Analysis

- Build bids easily and efficiently
- Generate automatic or custom bid number
- Create an unlimited number of customizable bids with a limitless number of items
- Add new bid categories and items instantly while creating new bids
- Import one or multiple items to bid requisitions with the click of a button
- Illustrate bid details on one easy-to-view window for analysis and reference
- Assign permissions for an individual requestor to bid on behalf of other staff

## Comprehensive Bid Analysis and Award

- Automatically evaluate and analyze vendor responses to determine the best vendor or item price
- Simulate various vendor discounts for comparison
- Award a bid to vendors other than the lowest bidder
- Document override reasons for rejected lowest vendor bid
- Award bid by vendor or item
- Graphically compare vendor quotes through printable color chart analysis
- Electronically convert awarded bids into requisitions or purchase orders

**Vendor Comparison**

Vendor	Vendor ID	Subtotal	Discount Pct	Total	Adjusted Total	No. Items Quoted	No. All Items
TOWNSEND EAST FURNITURE CO INC	1017	17,515.49	0.00	17,515.49	16,648.22	11	0
-Line Item Low Bid		16,915.49	0.00	16,915.49	16,915.49	11	0
OFFICE MAX	1291	17,249.49	0.00	17,249.49	17,249.49	11	0
STAPLES BUSINESS ADVANTAGE	2074	17,409.49	0.00	17,409.49	17,409.49	11	0

  

**Current Award Details**

Item Number	Description	Item Sub Category	Awarded Vendor	Override	Price	Discount	Disc Price	Quantity	Extended Amt
Cabinet#1	Hohn 500 Series 30"	Cabinets	STAPLES BUSINESS ADV...	<input type="checkbox"/>	369.9900	0.00	369.9900	7	2,589.93
Cabinet#2	Hohn 500 Series 30"	Cabinets	STAPLES BUSINESS ADV...	<input type="checkbox"/>	309.9900	0.00	309.9900	1	309.99
Cabinet#3	Hohn 500 Series 30"	Cabinets	STAPLES BUSINESS ADV...	<input type="checkbox"/>	369.9900	0.00	369.9900	1	369.99
Cabinet#4	Hohn 500 Series 30"	Cabinets	OFFICE MAX	<input type="checkbox"/>	549.9900	0.00	549.9900	5	2,749.95
Cabinet#5	Hohn 500 Series 30"	Cabinets	OFFICE MAX	<input type="checkbox"/>	549.9900	0.00	549.9900	1	549.99
Cabinet#6	Hohn 500 Series 30"	Cabinets	OFFICE MAX	<input type="checkbox"/>	540.0000	0.00	540.0000	1	540.00
Chair1	Global High-Back M...	Chairs	OFFICE MAX	<input type="checkbox"/>	269.9900	0.00	269.9900	17	4,589.83
Chair2	Global High-Back M...	Chairs	OFFICE MAX	<input type="checkbox"/>	269.9900	0.00	269.9900	7	1,889.93
Desk1	Sauder Standard Des...	Desks	TOWNSEND EAST FURNI...	<input type="checkbox"/>	295.9900	0.00	295.9900	5	1,479.95
Desk2	Sauder Standard Des...	Desks	TOWNSEND EAST FURNI...	<input type="checkbox"/>	295.9900	0.00	295.9900	3	887.97
Desk3	Sauder Standard Des...	Desks	TOWNSEND EAST FURNI...	<input type="checkbox"/>	295.9900	0.00	295.9900	3	887.97

### Award Analysis

## Instant Tracking and Reporting

- Includes integrated industry-standard report-writer, Crystal Report®
- Detail documentation of the entire bid process through extensive reporting capabilities
- View multiple lines or focus on one specific line item
- Retain historical bidding information from prior years
- Track potential expenses by account
- Quoted Bid Items Report
- Bid Requestor reports
- Review vendor participation and response activity

**Demo CSD**  
Quoted Bid Items Report for Bid - 1192 - Office Furniture

Vendor	Vendor/Quoted Prod #	Alt. Descr	Quoted Brand	Alternate Description	Unit	Disc%	Quantity	Est. Total
Cabinet#1 Hohn 500 Series 30" 4 Drawer - Beach	STAPLES BUSINESS ADVANTAGE	000 Series	000 Series	000 Series	EA	369.9900	7	2,589.93
Cabinet#2 Hohn 500 Series 30" 2 Drawer - Party	STAPLES BUSINESS ADVANTAGE	000 Series	000 Series	000 Series	EA	309.9900	1	309.99
Cabinet#3 Hohn 500 Series 30" 2 Drawer - Lt Gray	STAPLES BUSINESS ADVANTAGE	000 Series	000 Series	000 Series	EA	369.9900	1	369.99
Cabinet#4 Hohn 500 Series 30" 4 Drawer - Beach	OFFICE MAX	000 Series	000 Series	000 Series	EA	549.9900	5	2,749.95
Cabinet#5 Hohn 500 Series 30" 4 Drawer - Party	OFFICE MAX	000 Series	000 Series	000 Series	EA	549.9900	1	549.99
Cabinet#6 Hohn 500 Series 30" 4 Drawer - Lt Gray	OFFICE MAX	000 Series	000 Series	000 Series	EA	540.0000	1	540.00
Chair#1 Global High-Back Multi-Tilt Chair - Gray	OFFICE MAX	000 Series	000 Series	000 Series	EA	269.9900	17	4,589.83
Chair#2 Global High-Back Multi-Tilt Chair - Gray	OFFICE MAX	000 Series	000 Series	000 Series	EA	269.9900	7	1,889.93
Desk#1 Sauder Standard Desks	TOWNSEND EAST FURNITURE CO INC	000 Series	000 Series	000 Series	EA	295.9900	5	1,479.95
Desk#2 Sauder Standard Desks	TOWNSEND EAST FURNITURE CO INC	000 Series	000 Series	000 Series	EA	295.9900	3	887.97
Desk#3 Sauder Standard Desks	TOWNSEND EAST FURNITURE CO INC	000 Series	000 Series	000 Series	EA	295.9900	3	887.97

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