How to Participate in the Bidding Process

The University posts all its solicitations on the CU Sourcing Website. The website is designed to notify interested suppliers of the University's intent to purchase goods or services. Businesses that wish to respond to open solicitations must be registered in the CU Supplier Portal.

In order to submit a response to an "Open" solicitation, your business must create an account with the University of Colorado Supplier Portal. If you have received an invitation to respond to an open solicitation, please follow the "register now" link in the email to create a login. If you did not receive an invitation to respond to an open solicitation, please create an account
via our CU Supplier Portal. Completing registration to participate in a bid does not create a supplier record. Suppliers are registered by invite only. In the event your firm is awarded the solicitation, you will be required to complete the Supplier Registration, but it is not required to respond.

Current Bid Opportunities

Construction

Construction falls under the delegation of the Office of the State Architect. For information on construction-related matters, contact the Facilities Department on the appropriate campus.

- Boulder
- Colorado Springs
- Denver | Anschutz Medical Campus

The Procurement Service Center (PSC) administer the following types of solicitations:

Request for Information (RFI)
An informal process for solicitation or presentation of ideas from suppliers. Requests for pricing are for budgetary purposes only.

Request for Documented Quote (DQ)
An informal process for obtaining pricing and delivery information on goods and/or services costing more than $100,000, but less than $500,000. Detailed specifications are given. Price, items offered, and delivery dates are supplied by the supplier. Evaluations are made against specifications. Determination of award is based on the quote offering the best value to the University with price as a consideration.

Invitation for Bid (IFB)
A formal process for obtaining pricing and delivery information on goods or services costing more than $500,000. Detailed specifications are given. Price, items offered, and delivery dates are supplied by the supplier. Evaluations are made against specifications. Determination of award is based on the bid offering the lowest price to the University while meeting the specifications.

Request for Proposal (RFP)
A formal process for obtaining pricing and proposals from a supplier for goods or services costing more than $500,000. Evaluations are made against defined criteria. Supplier presentations and discussion are allowed at the discretion of the University. Awards may be based on a variety of factors, including price.
Resources

- W-8BEN [7] (Foreign Individual)
- W-8BEN-E [8] (Foreign Entity)
- W-9 [9] (US entity)
- Current Bid Opportunities [3]
- Tax Exempt Status [10]
- Credit Information [11]
- W-9 (signed by CU) [12]

Related Articles

- Investigating Invoice Payment Status [13]
- Submitting Purchase Order Invoices in the CU Marketplace Portal [14]
- Registering as a Supplier - Companies/Independent Contractors [15]
- Registering as a Supplier - Individuals [16]

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Policies & Procedures

- Procurement Rules [18]
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VIEW ALL PROCEDURES [20]

Groups audience:
Procurement Service Center

Source URL: https://www.cu.edu/psc/doing-business-cu/participate-bid

Links