

QUICK REFERENCE GUIDE

Updated February 20, 2024

Find Public Info Notice Results and Bid Tabulation Results

The State of Minnesota purchases goods and services from suppliers through a competitive process known as **bidding**.

- Bidding begins when the State creates a solicitation for goods/services known as an **event**.
- When suppliers respond to an event, their response becomes a **bid**.

NOTE: Events also may refer to grants that the State offers to individuals and businesses.

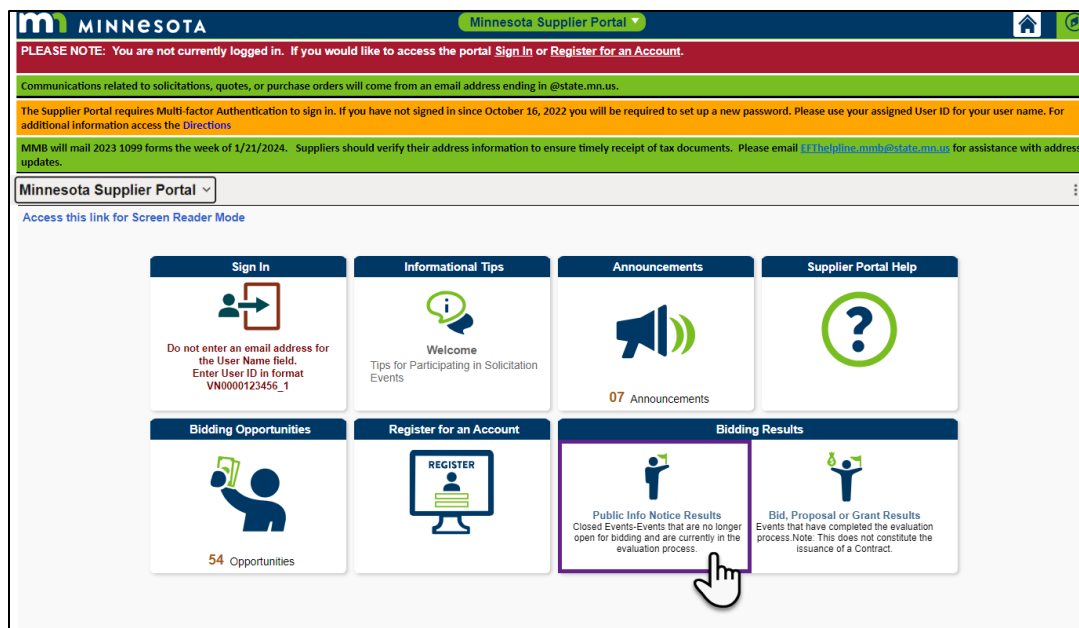
Public Info Notice Results

To find out what happened to an event after the bidding process, including which suppliers were awarded the event, find the public info notice results on the State of Minnesota Supplier Portal and search for the event.

NOTE: Suppliers are not required to log in to the Supplier Portal to find the Public Info Notice results.

Access the Supplier Portal from the following link: <http://mn.gov/supplier>

1. On the **Bidding Results** tile, select **Public Info Notice Results**.



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2. The *Public Info. Notice Results* page will display. In the *Event ID* field, enter the identification number for the event you are searching for (e.g., 20000XXXXXX).
3. In the *Procurement Type* field, select the type of event for the event you are searching for.
4. The **All Dates** radio button will be selected by default. If needed, select the **Specify Date Range** radio button, and enter a date range for the event you are searching for.
5. Select the **Search** button.
6. Search results for the events will display below. Select the **Event ID** for event you are searching for.

Search Criteria

Welcome, AUC_GUEST
User: AUC_GUEST

Enter search criteria to locate bid tabulation results

Business Unit:

Event ID:

Procurement Type:

Select to include events with the following event create dates:

All Dates

Specify Date Range

From End Date/Time:

Thru End Date/Time:

Events

Event ID	Event Name	Event End Date and Time	Procurement Type
G0210-2000010417	Plumbing Valves, Fittings, and Pipes	01/30/2020 3:00PM CST	Acquisition RFP

7. The *Public Info Notice Report* will open in a new window or tab. Review this report to see details about the event, including which supplier was awarded the event.

MINNESOTA Public Info. Notice Report

Run Date Time: 02/08/24 3:33PM
Source Report: Online
As of Date: 2/08/2024

Selection Criteria: Event BU - G0210, Event - 2000010417, Round - 1, Version - 1, Procurement Type - Acquisition RFP

Event Name: Plumbing Valves, Fittings, and Pipes

Event End Date: 01/30/20 3:00PM

Company Name: GOODIN CO MPLS FERGUSON ENTERPRISES INC BEST PLUMBING SPECIALTIES HYDRO OPERATING LLC
 City, State: MPLS, MN ROSEVILLE, MN MYERSVILLE, MD NORWOOD YOUNG AMERICA, MN

Bid Number: 1 1 1 1

Line Items:

Line #:	1
Description:	Price Schedule
Requested UOM:	EA EA EA EA
Requested Qty:	1.0000 1.0000 1.0000 1.0000
Bid UOM:	EA EA EA EA
Bid Qty:	1.0000 1.0000 1.0000 1.0000
Line Bid Amount:	

> Comments:

1 of 1

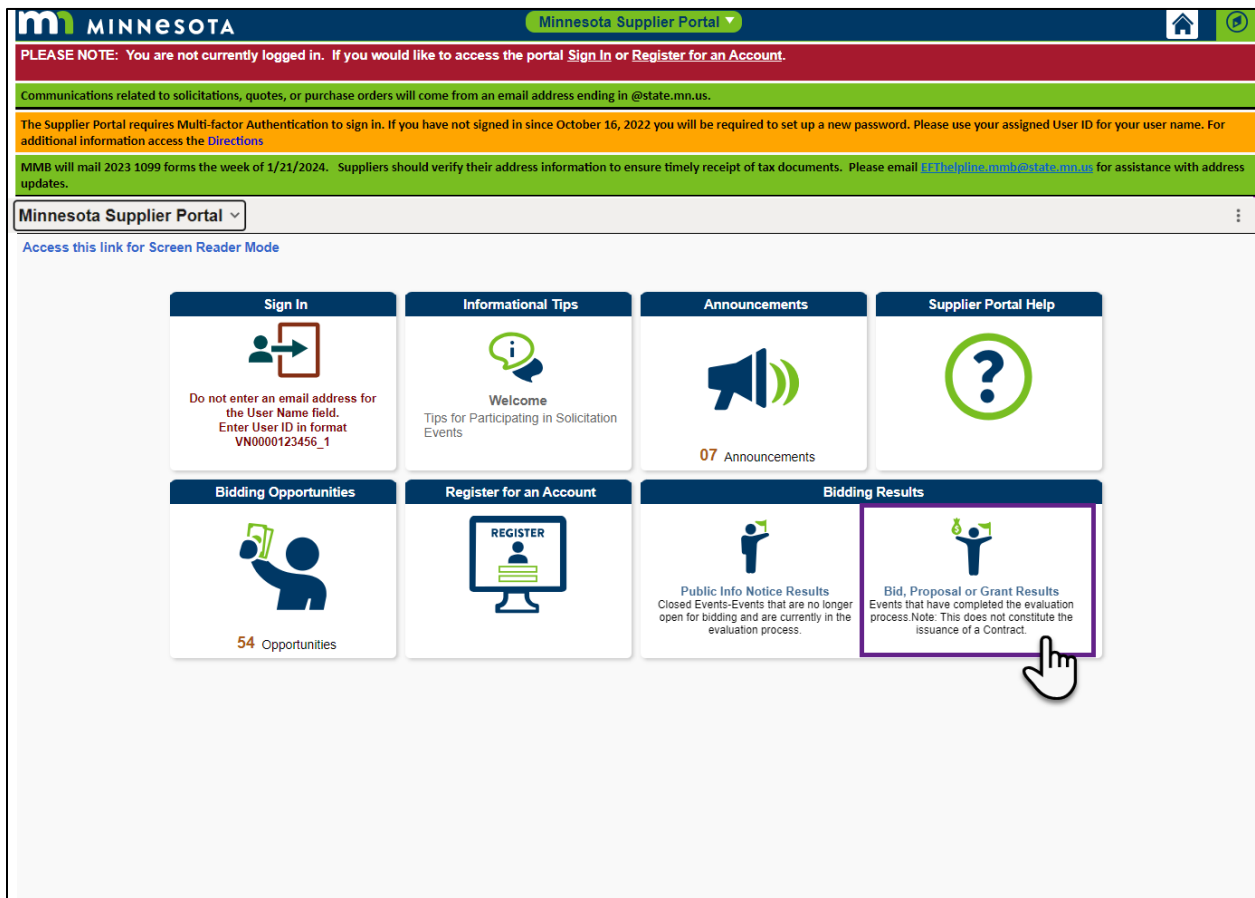
Find Bid Tabulation Results

To find out the results of a specific event after the bidding process, including which suppliers were awarded the event, find the bid tabulation results on the State of Minnesota Supplier Portal and search for the event.

Note: Suppliers are not required to log in to the Supplier Portal to find the bid tabulation results.

Access the Supplier Portal from the following link: <http://mn.gov/supplier>

1. On the **Bidding Results** tile, select **Bid, Proposal or Grant Results**.



2. The *View Events and Place Bids* page will display. In the *Event ID* field, enter the identification number for the event you are searching for (e.g., 20000XXXXXX).

NOTE: Only awarded events appear.

3. Remove the current date from the End Date From field.
4. Select the **Search** button.

Enter search criteria to locate an event for viewing or placing bids.
NOTICE - This listing does not include all bidding opportunities.
[Click here for a current listing of all posted bidding opportunities.](#)

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User: AUC_GUEST

Search Criteria

Business Unit Event ID

Event Name

Event Type

Event Status Awarded

Buyer

Procurement Type

Results Should Include:
 Sell Event
 Purchase Event
 Request For Information

Include Declined Invitations?

Start Date: From 08/08/2023 Through

End Date: From Through

Item Description

Categories

Add Additional Category
Remove Selected Category

Search Clear Criteria

Basic Search Criteria

5. Select the **Event ID** link.

Search Results

Event ID	Event Name	Format	Type	End Date/Time	Agency Description ↑	Procurement Type
G0210-2000014712	Diesel Exhaust Fluids and Dispensing Equipment	Sell	RFx	Awarded	Admin/State Procurement	ACQ RFP

Refresh

6. The *Event Details* page will display.

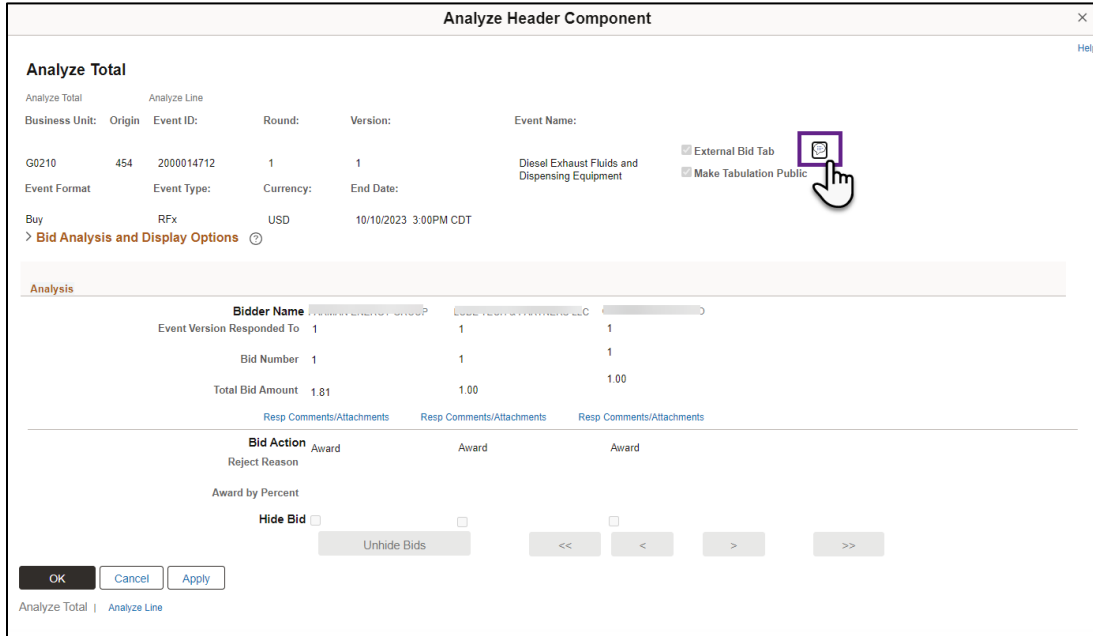
7. Select the **View Award Details** button on the *Event Details* page.

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This Event has been Awarded
[View Award Details](#)

Event Name Diesel Exhaust Fluids and Dispensing Equipment
Event ID G0210-2000014712
Event Format/Type Sell Event RFx
Event Round 1
Event Version 1
Event Start Date 09/19/2023 3:00PM CDT
Event End Date Awarded

- The *Analyze Totals* Page will display.
- Select on the **Conversation Bubble** by “External Bid Tab” at the top right corner of the *Analyze Totals* page.



- The *Bid Tabulation Comments and Attachment's* page will display.
- Select the **Page with Eyeglasses** icon to view a PDF file of the bid tabulation.

