## Award the paper bid in Georgia Procurement Registry(GPR)

<mark>Step #</mark>		Action							
1	Login to GPR. Link: https://ssl.doas.state.ga.us/PRSapp/PR login.jsp								
2	Once login, user will land to 'Bids Needing State Purchasing Approval or Awarding by								
	the Agency' nage								
	נווב הבנוונץ שמבנ.								
	This page will list all the paper bids with (Under Evaluation' status								
	This page win list all the paper blus with Onder Evaluation status.								
	MAIN MENU SUBSCRIPTION LIST BROWSEFOR BIDS CONTACT US								
	Heb								
		Bids Needing State Purchasing Approval							
		or Awarding by the Agency							
		Click on the 54 Tills to leve the bid positing. Bids with a "Propas Indexid" of Spopular Can World by Alevel Syste public.							
		BID NUMBER	BID TI		CLOSE DATE	PROCESS	BID STATUS		
		18-004	EY 2019 Bridge Maintenance		2017-10-12	Peace Award	Under Exeluation	-	
		18-008	Wars aw Area Sidewaik Improvements		10:00 2018-01-18 10:00	Please Award	Under Exeluation		
		18-007	Mayfeld Road Cultert Replacement		2018-03-01 10:00	Pesse Award	Under Exeluation	-11	
		18-1002	PERFORMING ARTS CENTER INDICATION OF INTEREST		2018-03-29	Pless e Award	Under Exeluation	1	
		18-1003	DOWNTOWN PARKING DECK INDICATION OF INTEREST		2018-03-29	Please Award	Under Exclusion	1	
		18-1004	Qualifications for HVAC Services for City Faciliti		2018-03-22 10:00	Please Award	Under Evaluation	1	
		18-105	Concealable Body Armor for Public Safety Departmen		2018-02-01 10:00	Pease Award	Under Exeluation	1	
		18-108	Document Scanning Services for City of Alpharetta		2018-03-15 10:00	Please Award	Under Exeluation	1	
								-	
		Main Menu							
2	Solact th	hid vo	u want to award a	and click on 'Place		d' link fo	r that hid		
5	Select li	ie biu yo	u want to awaru a	ITU CIICK UIT FIEds	e Awai		n that blu.		
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			MAIN MENU	SUBSCRIPTION LIST BROWSE FOR BIDS C	CONTACTUS			9	
	E	Help			1				
				Bids Needing State Purchasing Approval					
				Awarding by the Agency					
				Click on the Bid Tife to view the bid posting. Bids with a "Process Needed" of "approval" can NOT be viewed by the public. Click on the "Please Award" to Award the bid or complete the RFL					
		BID NUMBER	BD T	пце	CLOSE DATE TIME	PROCESS	BID STATUS		
		18-004	FY 2018 Bridge Maintenance		2017-10-12	Please Award	Under Evaluation		
		18-006	Wats aw Area Sidewalk Improvements		2018-01-18	Plesse Award	Under Exeluation		
		18-007	Mayfield Road Cultert Replacement	1	2018-03-01 10:00	Pesse Award	Under Exeluation		
		18-1002	PERFORMING ARTS CENTER INDICATION OF INTEREST		2018-03-29 14:00	Please Award	Under Exeluation		
		18-1003	DOWNTOWN PARKING DECK INDICATION OF INTEREST		2018-03-29 14:00	Please Award	Under Evaluation		
		18-1004	Qualifications for HVAC Services for City Faciliti		2018-03-22 10:00	Please Award	Under Evaluation		
		18-105	Concessibile Body Armor for Public Safety Departmen		2018-02-01 10:00	Peace Award	Under Evaluation		
		18-106	uccument Scanning Services for City of Alphanetta		สภะ33-15 10:00	Mase Awad	Under Exaluation	1	
		Main Menu							
								-	
1	1								

4	Uploa	pload the Award Document <mark>or</mark> enter the Award information in the description box.							
	Click o	lick on appropriate 'Process' tab to proceed awarding the paper bid.							
		GEORGIA PROCUREMENT REGISTRY							
		MAIN MENU SUBSCRIPTION LIST BROWSE FOR BIDS CONTACT US							
		CLOSE WINDOW							
		Bid Award Processing							
		Fiscal Year     18     Bid Process     Non-State Agency       Agency Code     65085ALPHARETTA, CITY OF     Purchase Type     Non-State Agency							
		Bid Number 18:007 Category Type Non-State Agency   Government Type oby Estimated Dollar Value 800000							
		Award (RR Completion) information must be entered into the system. You may use one of two methods to post this information. They are isted below. When this information is processed the bid status will change from "Under Evaluation" to "Awards of or "Completed" for RPTs.							
		USE THIS							
		Award (Completion) Document from your desktop computer. Browse.							
		Process Your Desktop Document							
		Enter the Award (Completion) information in the text box below							
		Process the Information in the Text Box							
5	Confir	mation message of 'The Bid Award has been processed' will display on screen .							
		HOME CONTACT US SUBSCRIBE FOR BID NOTICES PROCUREMENT LINKS							
		Bid Award Processing							
	"The B	id Award has been processed."							
		JSE WINDOW							
	End	Ind							