
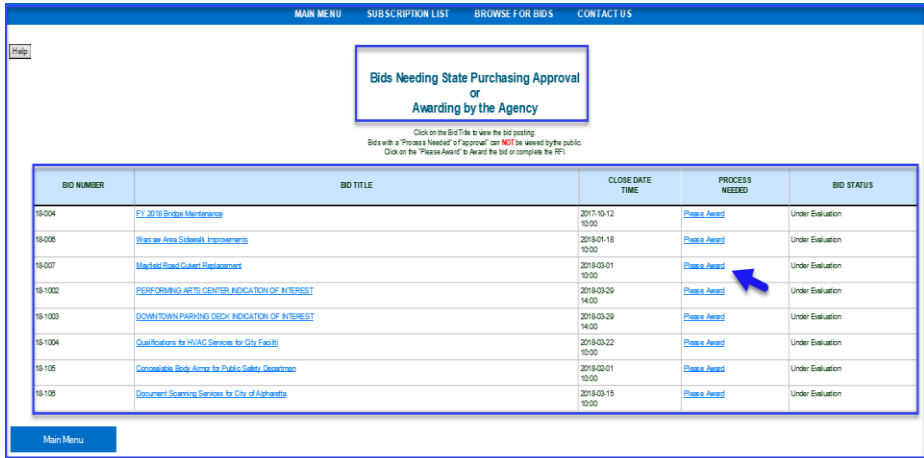


## Award the paper bid in Georgia Procurement Registry(GPR)

Step #	Action
1	<p>Login to GPR. Link: <a href="https://ssl.doas.state.ga.us/PRsapp/PR_login.jsp">https://ssl.doas.state.ga.us/PRsapp/PR_login.jsp</a></p>
2	<p>Once login, user will land to 'Bids Needing State Purchasing Approval or Awarding by the Agency' page.</p> <p>This page will list all the paper bids with 'Under Evaluation' status.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;">  </div>
3	<p>Select the bid you want to award and click on 'Please Award' link for that bid.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;">  </div>

4

Upload the Award Document or enter the Award information in the description box. Click on appropriate 'Process...' tab to proceed awarding the paper bid.

Georgia DOAS GEORGIA PROCUREMENT REGISTRY Team Georgia Marketplace

MAIN MENU SUBSCRIPTION LIST BROWSE FOR BIDS CONTACT US

CLOSE WINDOW

### Bid Award Processing

Fiscal Year	18	Bid Process	Non-State Agency
Agency Code	00085-ALPHARETTA, CITY OF	Purchase Type	Non-State Agency
Bid Number	18-007	Category Type	Non-State Agency
Government Type	city	Estimated Dollar Value	\$80000

Award (RR Completion) information must be entered into the system. You may use one of two methods to post this information. They are listed below. When this information is processed the bid status will change from 'Under Evaluation' to 'Awarded' or 'Completed' for RFFs.

USE THIS

Award (Completion) Document from your desktop computer.  Browse...

OR THIS

Enter the Award (Completion) information in the text box below

5

Confirmation 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 Bid Award has been processed."

CLOSE WINDOW

End