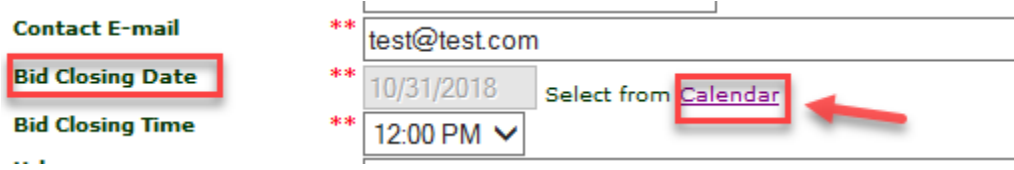
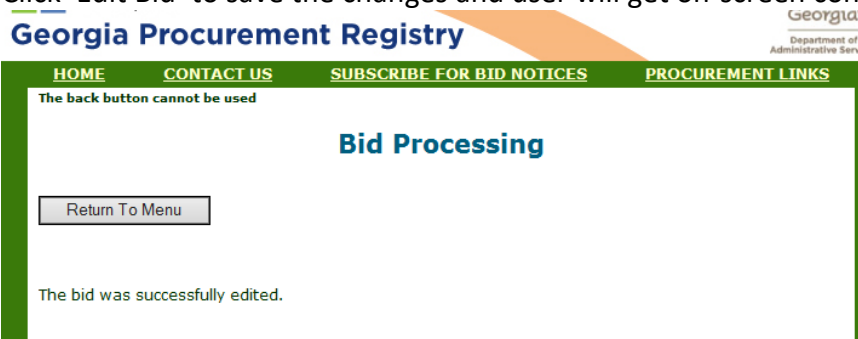


Change the End Date of a Paper Bid in Georgia Procurement Registry(GPR)

| Step # | Action |
|--------|--|
| 1 | Login to GPR. Link: https://ssl.doas.state.ga.us/PRSapp/PR_login.jsp |
| 2 | To change the close date of the paper bid → <i>Main Menu</i> > <i>Bid Processing</i> > <i>Edit a Bid</i> > (Select FY Year) Click on 'Process' > Select Bid> <ul style="list-style-type: none"> Contact Procurement Helpdesk to modify the close date for the bid status not equal to "Open". |
| 3 | <p>Click on 'Calendar' next to the 'Bid Closing Date' and select new end date. Update the bid closing time if needed.</p>  <p>Contact E-mail ** test@test.com</p> <p>Bid Closing Date ** 10/31/2018 Select from Calendar ←</p> <p>Bid Closing Time ** 12:00 PM ▾</p> <p>...</p> |
| 4 | <p>Click 'Edit Bid' to save the changes and user will get on-screen conformation.</p>  <p>Georgia Procurement Registry</p> <p>HOME CONTACT US SUBSCRIBE FOR BID NOTICES PROCUREMENT LINKS</p> <p>The back button cannot be used</p> <p>Bid Processing</p> <p>Return To Menu</p> <p>The bid was successfully edited.</p> |