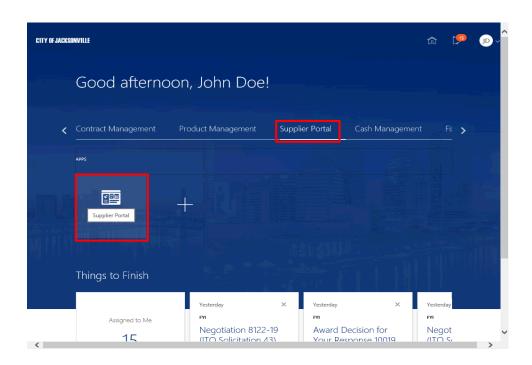


By completing this topic you will be able to view bidding opportunities as a supplier.

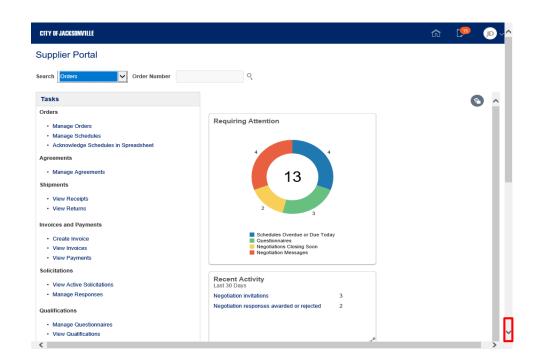




#### Step 1

In the **Supplier Portal** tab, click the **Supplier Portal** link.

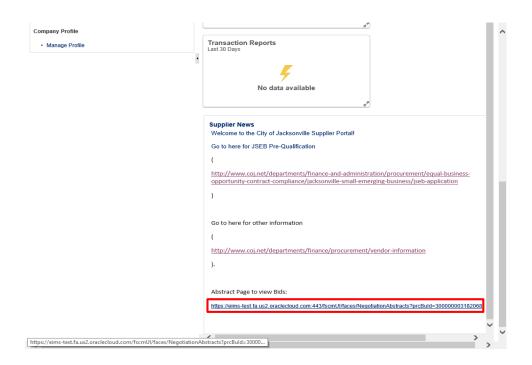




Step 2

Scroll down to locate the **Abstract** page link.

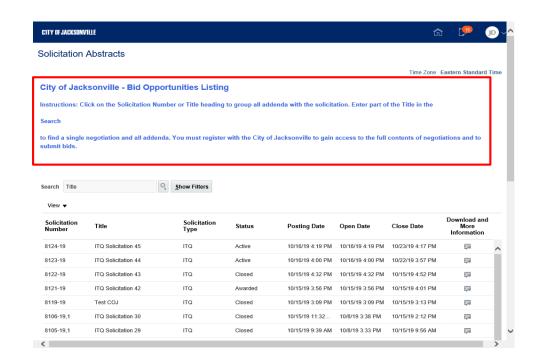




Step 3

Click the https://eimstest.fa.us2.oraclecloud.com:443/fscm Ul/faces/Negotia link.

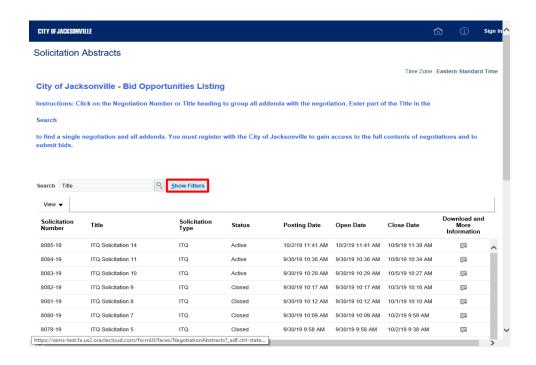




Step 4

Read the City of Jacksonville - Bid Opportunities Listing instructions.

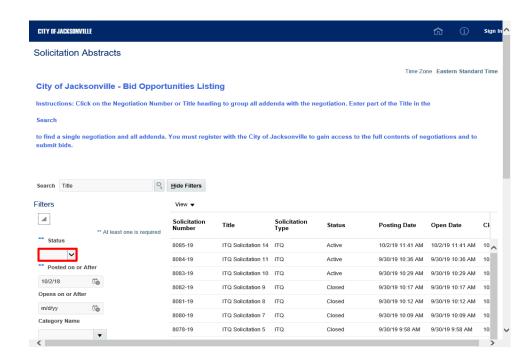




Step 5

Click the **Show Filters** button.

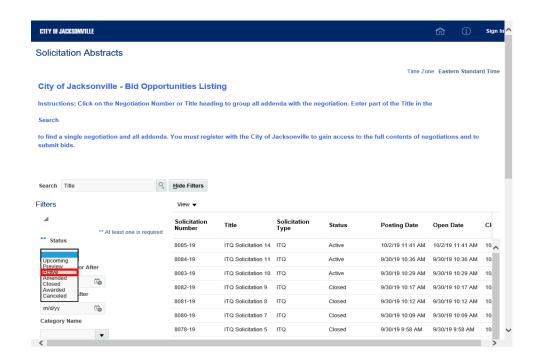




Step 6

Click the **Status** list.

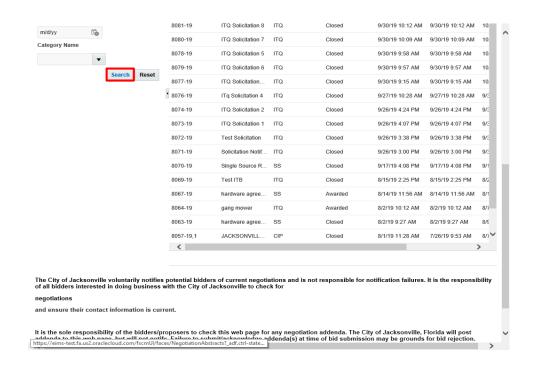




Step 7

Click the **Active** list item.

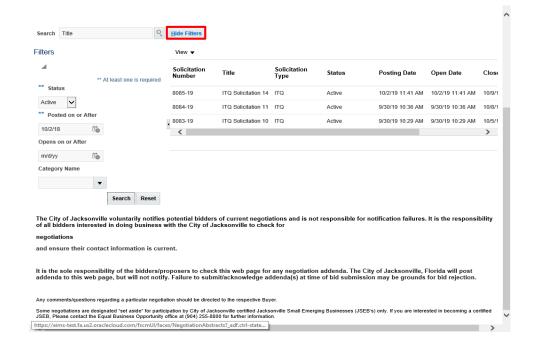




Step 8

Click the **Search** button.





Step 9

Click the **Hide Filters** button.

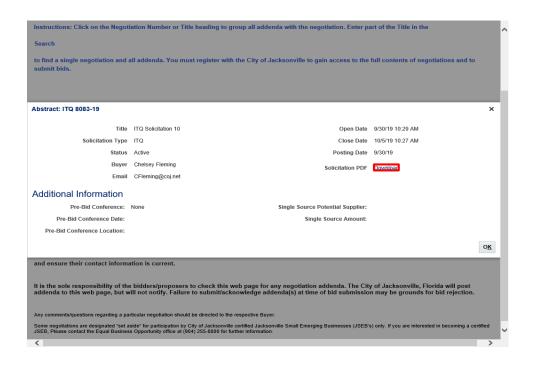




Step 10

Click the **Download and More Information** button.

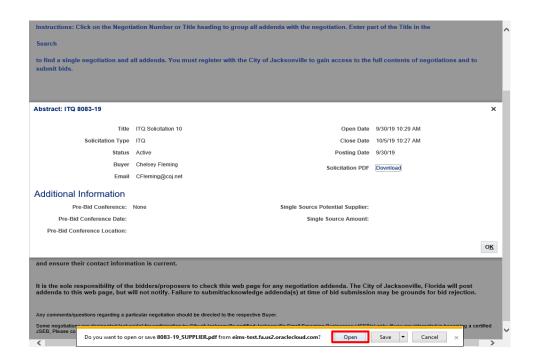




Step 11

Click the **Download** link.

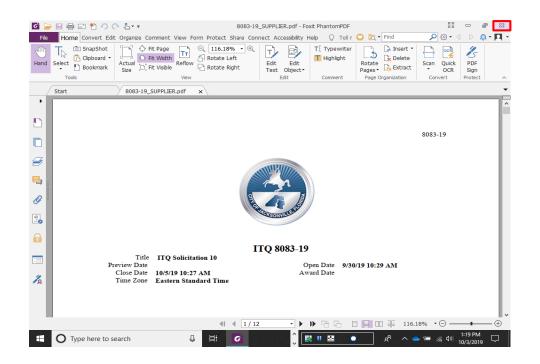




Step 12

Click the **Open** button.

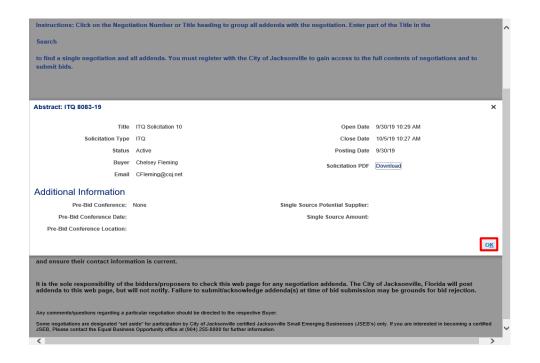




Step 13

Click the **Close** button.

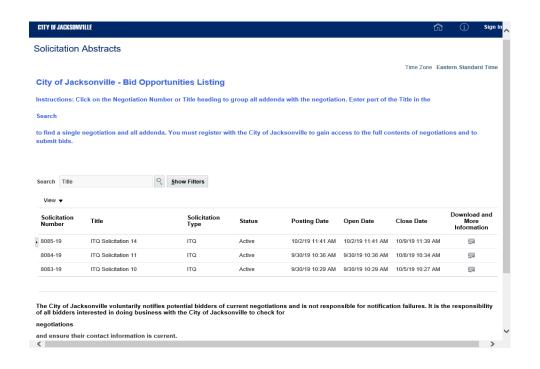




Step 14

Click the **OK** button.





Step 15

**End of Procedure.**