

The Bidding Process: Point of View of the Vendor

- BOCES will advertise each bid in Newsday, Suffolk edition. By law, the bid must advertise for five (5) days prior to the bid opening; however, BOCES generally give vendors two to three weeks, on average. This fosters open competitive bidding.
- All bids are posted on www.longislandbidsystem.com. This is a free service provided by Bid Net. As a free service the vendor is responsible to check for current bids and monitor the website for any addendums associated with said bid. As a vendor, you can also become a member of Bid Net. The benefit of being a member is that you will automatically receive an email when a bid that pertains to your particular commodity/service is posted. As a member, you will also be alerted if/when an addendum is posted on a bid you are currently bidding. Any questions or problems with Bid Net should be directed to Bid Net at 1-800-677-1997.
- All bids for services will require a Bid Bond and/or a Performance Bond. A Bid Bond certifies to BOCES that your company is qualified to participate in specified bid. All Bid Bonds are returned after the BOCES Board approval/rejection of bid. A Performance Bond ranges anywhere from 5% to 100% of total bid cost, at the discretion of BOCES. A Performance Bond is required to protect BOCES from any unforeseen disruption of service during the life of the contract, including any extensions, if granted.
- All bids for services require the vendor to provide insurance as determined by BOCES. There is no standard amount as the insurance requirements are a direct result of the type of service and extent of services being provided. Insurance shall be kept current during the life of the contract, including any extensions, if granted.
- NYS prevailing wage law compliance is required for all bids for services and must be adhered to by all vendors bidding on such services.
- Should your company be included in a formal bid, once the bid has been formally opened, analyzed, recommended to the BOCES Board for their approval/rejection, all vendors who participated will be notified of the results of the award. This process takes two to eight weeks from time of bid opening date.