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# ONE BID & NO BID SCENARIOS

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*No Bid Scenario – When a project reaches its due date/time and received zero bids.*

## **Know Your Options Before Opening**

At times, unique project requirements, bidder workload, and other various factors may lead to conditions that result in one, or no bids at all. While this is unfortunate, it does not have to mean starting over and re-bidding.

## **Before “Unsealing” the Solicitation**

When the bid due date and time has passed, check to see how many sealed bids have been received. If the project received one or no bids, take a moment to think about your next steps before unsealing the bids. We cannot stress this enough - once you unseal the bids, your options are very limited.

## **Establish a New Due Date**

If the bid remains sealed, you can edit and extend the due date on the Setup screen. Since PennBid is a sealed bid platform, the integrity and secrecy of received bids is maintained.

## **Notify the Potential Bidders**

Your last step is to notify all bidders via the Bidders > Notify buttons.

*Note:* We strongly recommend consulting with your solicitor as the same approach may not be appropriate for all projects. Additionally, some funding agencies may have specific guidelines or limitations that could affect your desired approach.