



CHANDLER UNIFIED SCHOOL DISTRICT NO. 80

James T. Perry Administration Center • 1525 West Frye Road • Chandler, Arizona 85224
(480) 812-7000 • FAX: (480) 812-7015

"Dedicated to Excellence"

Dear Prospective Vendor,

Thank you for your interest in Chandler Unified School District (CUSD). CUSD does not maintain a database of potential vendors. To be notified of future solicitations, your company will need to be registered on [OpenGov](#).

OpenGov is a fully automated web-based electronic bidding and vendor management system. Our new e-Procurement Portal will allow prospective vendors the ability to:

- Register to receive notifications of future opportunities by signing up for our new e-Procurement Portal and selecting the "Subscribe" button to create an account.
- Follow along with updates to existing opportunities by finding the opportunity and clicking the "Follow" button. This will allow all interested bidders to receive amendments and addenda automatically.
- Submit questions and receive answers online regarding open bid opportunities.
- Use a guided process of responding electronically to bids to ensure your bids have been accurately completed.
- Receive timely support for bid questions.

To register you will need to subscribe to the District's e-procurement portal on [OpenGov](#) and select the commodities your company provides. There is no cost to register or receive notifications. Solicitations are regularly posted from CUSD and other Arizona districts. For more information about how to register, please see our [help file](#).

Once registered you will be notified when future solicitations concerning your selected commodities are posted. Chandler Unified School District will be using NIGP Commodity Codes. Please review this [article](#) on setting up category codes and notification preferences.

Registering with OpenGov does not guarantee business with CUSD, however, it will allow you to be notified of all future solicitations and opportunities to be awarded if your firm submits a bid or proposal.

Thank you again for your interest in working with Chandler Unified School District. Should you have any additional questions on registering as a vendor with OpenGov, please contact Michelle Toback at toback.michelle@cusd80.com.

Sincerely,

Chandler Unified School District
Purchasing Department
