



# **Bid Processing Inquiry - BWH4300**



# Table of Contents

<b>Bid Processing Inquiry - BWH4300</b> .....	i
<b>Bid Processing Inquiry - BWH4300</b> .....	1



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## Warehouse > Inquiry > Bid Processing Inquiry

This page is used to inquire about bid details and status information. You can retrieve data by bid number or bid status.

### Run inquiry:

<b>Retrieve a record.</b>	<a href="#">Search for a record.</a>			
	<b>Bid Nbr</b>	Type the six-digit bid number to be retrieved, if known. Leading zeros are not required.	OR	<b>Bid Status</b>
Click <b>Retrieve</b> . If only a bid number was entered, the bid details for the bid are displayed. If a bid status was selected, all bid numbers with the selected bid status are displayed. If the bid number is not known, click <b>Directory</b> . To search for a specific bid number, type data in one or more of the search fields. To search through all available data, leave all fields blank. Click <b>Search</b> . A list of bid numbers matching the search criteria is displayed. Select a bid number from the list. Otherwise, click <b>Cancel</b> .				
<b>Field</b>	<b>Description</b>			
<b>Campus ID</b>				
<b>Pass/Fail</b>				

Click **Save**.

\*\*NOTE:

### Other functions and features:

<input type="checkbox"/> <b>Delete a row.</b>	Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.
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