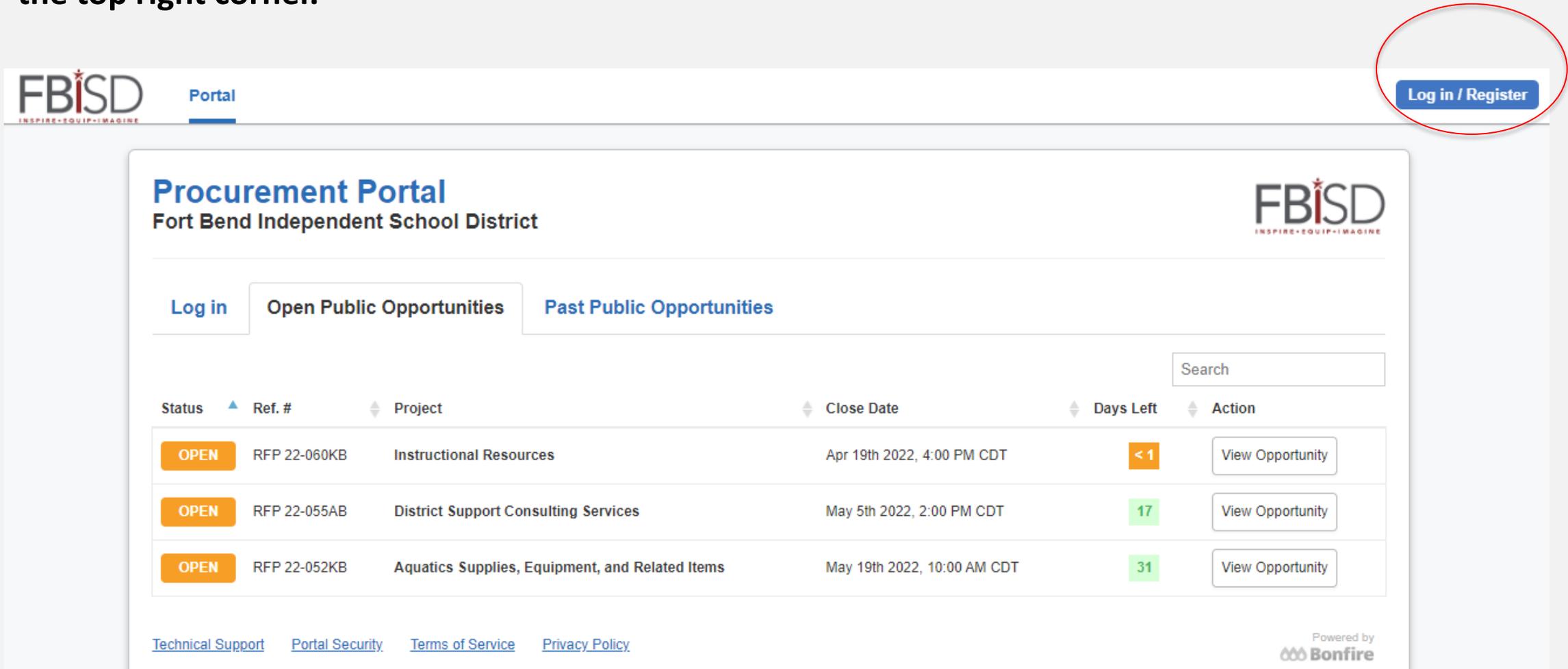


How to Register in Bonfire:

To register on the Fort Bend ISD portal, go to <https://fortbendisd.bonfirehub.com/portal/?tab=openOpportunities> and click the Log In/Register link in the top right corner.



The screenshot shows the Fort Bend ISD Procurement Portal. In the top right corner, a blue button labeled "Log in / Register" is circled in red. The main content area features a search bar and a table of open procurement opportunities.

Status	Ref. #	Project	Close Date	Days Left	Action
OPEN	RFP 22-060KB	Instructional Resources	Apr 19th 2022, 4:00 PM CDT	< 1	View Opportunity
OPEN	RFP 22-055AB	District Support Consulting Services	May 5th 2022, 2:00 PM CDT	17	View Opportunity
OPEN	RFP 22-052KB	Aquatics Supplies, Equipment, and Related Items	May 19th 2022, 10:00 AM CDT	31	View Opportunity

At the bottom of the page, there are links for Technical Support, Portal Security, Terms of Service, and Privacy Policy. The footer also includes the text "Powered by Bonfire" with the Bonfire logo.

How to Register in Bonfire:

Log in or Register

Hide

Log in with your Bonfire Account

Email

kathleen.booker@fortbendisd.com

Password

.....

Log in

[Forgot your password?](#)

New Vendor Registration

[Create your free Bonfire account »](#)

Need Help?

[Contact Bonfire Support here »](#)

Click the 'New Vendor Registration' link

How to Register in Bonfire:

Log in or Register Hide

 **Register as a Vendor**

Organization Name

First Name Last Name

Email Email (Again)

 **Log in with your Bonfire Account**
[Show account login screen »](#)

 **Need Help?**
[Contact Bonfire Support here »](#)

Success!

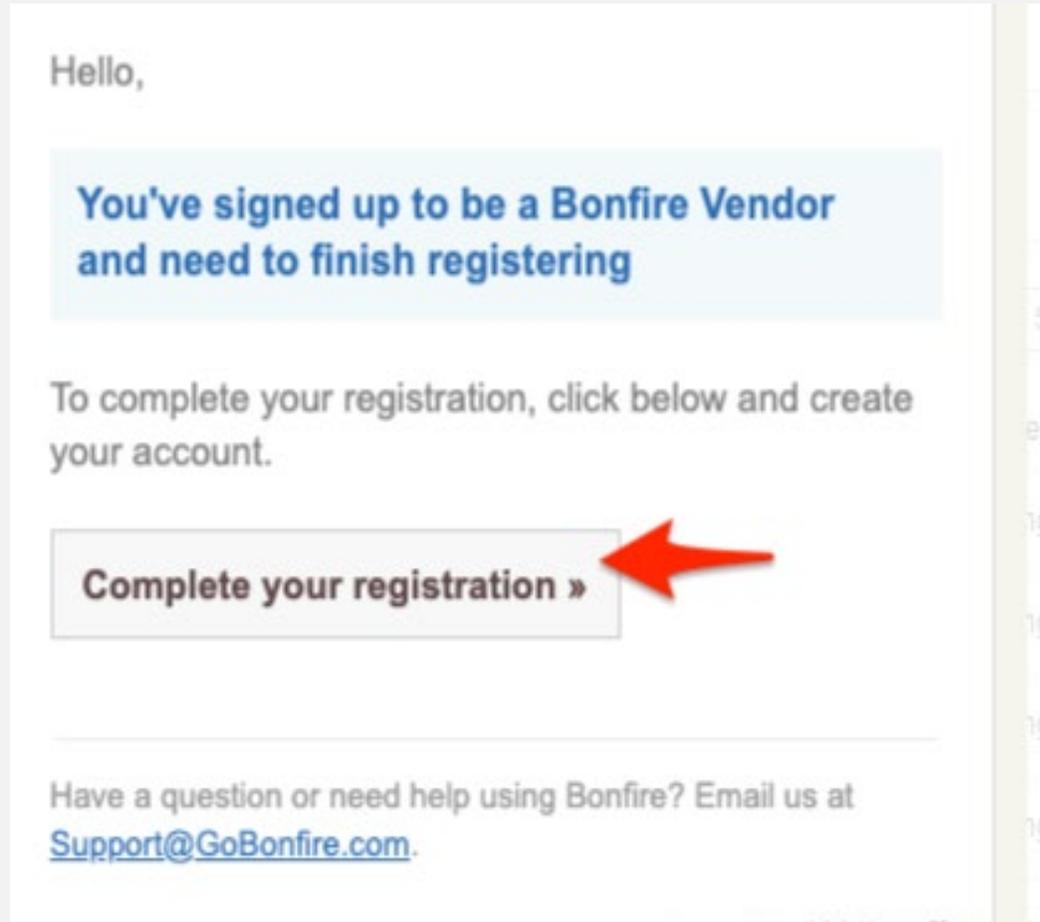
You'll receive an email with further instructions.

Have a question or need help using Bonfire? Email us at Support@GoBonfire.com

[« Back to Login](#) [Contact tech support »](#)

Fill out all listed fields and click **Create Account**. Please note for the organization name, you must spell out **Fort Bend Independent School District**. You'll know your account was created successfully if you see a **Success!** message.

How to Register in Bonfire:



To continue with the registration process, check your inbox for an email confirmation. The email will have the **'You've signed up to be a Bonfire Vendor and need to finish registering'** subject line. Click on **Complete your registration** and it will take you back to Bonfire's registration page where you can create a **Password**.

How to Register in Bonfire:

First Name:

John

Last Name:

Hammond

Email:

.....@gobonfire.com

Password (Must contain 10-72 characters):

.....



Password (Again):

.....



Create Account

When creating a password, please ensure that your password is a **minimum** of 10 characters. Click **Create Account** to continue the process.

How to Register in Bonfire:

Registration

In addition to creating your account, you need to provide the following information. Please complete all of the steps below.

- ✖ Step 1: Account Confirmation
- ✖ Step 2: Account Information
- ✖ Step 3: Documentation
- ✖ Step 4: Commodity Codes
- ✖ Registration Complete

Your account with the email address `jgodelie+v8@gobonfire.com` has been confirmed

Bonfire's Privacy Policy and Terms of Service were updated on Sep 8, 2020.

I accept the [Privacy Policy](#) and [Vendor and Submission Portal Terms of Service](#).

Save and continue to Step 2: Account Information »

After creating your password you'll continue to the **Registration** screen and complete **Step 1** by accepting the Bonfire Privacy Policy and Terms of Service.

How to Register in Bonfire:

In addition to creating your account, you need to provide the following information. Please complete all of the steps below.

✔ Step 1: Account Confirmation

✘ Step 2: Account Information

✘ Step 3: Documentation

✘ Step 4: Commodity Codes

✘ Registration Complete

All information that you need to provide has been filled in. You can make additional changes to this information below. Fields that are required are denoted with a red asterisk (*).

Profile* 

Vendor Name*

Fort Bend Independent School District

Address Line 1*

Address Line 2

Contact First Name

Contact Last Name

Address Line 3

Address Line 4

Kathleen

Booker

Contact Email

City*

State / Province*

Sugar Land

TX

Phone Number

Postal / Zip Code*

Country*

77478

USA

Are you certified by FBISD Board
Approved Certifying Agency?

Vendor's Principal place of
business is in the state of Texas,
or employs 500 people in this
state*

Vendor Certification

Please fill out additional information to complete your Account Information, including the Small Business Enterprise questions. Please note, **be sure to fill out all the fields marked with a red asterisk (*), otherwise you will not be able to complete your registration.**

How to Register in Bonfire:

Select the Vendor Type, below your Account Information. Multiple Vendor Types can be selected. Then click, Next.

Select Your Vendor Types*

Construction ✕ Professional Services ✕

+ Construction

+ Professional Services

As defined by Government Code Ch. 2254

+ Others

Next → Save

Continue to Step 3: Documentation »

How to Register in Bonfire:

Registration

In addition to creating your account, you need to provide the following information. Please complete all of the steps below.

✔ Step 1: Account Confirmation

✔ Step 2: Account Information

✘ Step 3: Documentation

✘ Step 4: Commodity Codes

✘ Registration Complete

All information that you need to provide has been filled in. You can make additional changes to this information below. Fields that are required are denoted with a red asterisk (*).

Profile*

Additional Information

Based on your selected Vendor Type, please complete the following sections

<input checked="" type="radio"/>	Construction	Complete
<input type="radio"/>	Professional Services (As defined by Government Code Ch. 2254)	Complete

You are editing the **Construction** section

In the Additional Information tab, once you fill out the necessary information, the orange Incomplete status will update to a green **Complete** status. Click **Save** and then **Continue to Step 3: Documentation**.

How to Register in Bonfire:

Registration

In addition to creating your account, you need to provide the following information. Please complete all of the steps below.

✔ Step 1: Account Confirmation

✔ Step 2: Account Information

✘ Step 3: Documentation

✘ Step 4: Commodity Codes

✘ Registration Complete

Fort Bend Independent School District has requested that you provide a file for each registration document. If there is a Template associated with a document, there will be a download icon  next to the Upload File button.

Click 'Upload File...' to select a file to upload. You must upload at least 1 (one) file (Maximum file size is 1000MB) for each document slot that has a green Required badge **REQUIRED**.

 W9 REQUIRED File Type: PDF	 Upload File...
▶ 0 files uploaded	
 Supplier Diversity Questionnaire REQUIRED File Type: PDF	 Upload File...
▶ 0 files uploaded	
 SBEP Certification OPTIONAL File Type: PDF	Upload File...
▶ 0 files uploaded	
 Capability Statement Document OPTIONAL File Type: PDF	Upload File...
▶ 0 files uploaded	

We have requested that you provide a file for each registration document. If there is a Template associated with a document, there will be a download icon next to the Upload File button. Click '**Upload File...**' to select a file to upload. You must upload at least 1 (one) file (Maximum file size is 1000MB) for each document slot that has a green **REQUIRED** badge. Once each file has been uploaded, the red status button will turn green and you will be able to move to the final registration step.

Registration

In addition to creating your account, you need to provide the following information. Please complete all of the steps below.

✔ Step 1: Account Confirmation

✔ Step 2: Account Information

✔ Step 3: Documentation

✘ Step 4: Commodity Codes

✘ Registration Complete

Commodity Codes help match you to future bid opportunities in your Service Region, with Fort Bend Independent School District and other organizations. You can always go back and change them later. **You must select at least one Commodity Code.**

Click a code to expand, or search by code or keyword to find codes.

Code Set:

Code:

Keyword:



Code	Title	Description	Add
005 ↓	Abrasives		+
010 ↓	Acoustical Tile, Insulating Materials, And Supp...		+
015 ↓	Addressing, Copying, Mimeograph, And Spirit...		+
019 ↓	Agricultural Crops And Grains Including Fruits,...		+
020 ↓	Agricultural Equipment, Implements, And Acce...		+

Select the commodity code(s) that apply to your company. You may select multiple codes. Click the + to add. To search for a code, type in the keyword. You must select at least one commodity code.

How to Register in Bonfire:

Profile **Commodity Codes / Opportunity Matching**

43 ✕ 45 ✕ 76 ✕ 77 ✕ 43223307 ✕ 005 ✕ 010 ✕ 015 ✕ 019 ✕ 208 ✕ 209 ✕ 880 ✕ 920 ✕ 20413 ✕
20429 ✕ 20446 ✕ 20447 ✕ 20513 ✕ 20546 ✕ 20656 ✕ 91890 ✕ 92474 ✕ 92486 ✕ 95882 ✕

Code Set: NIGP Code: Keyword:

Code	Title	Description	Add
005 ↓	Abrasives		+
010 ↓	Acoustical Tile, Insulating Materials, And Supplies		+
015 ↓	Addressing, Copying, Mimeograph, And Spirit Dupli...		+
019 ↓	Agricultural Crops And Grains Including Fruits, Mel...		+
020 ↓	Agricultural Equipment, Implements, And Accessori...		+
021 ↓	Aaricultural Eaiqioment. Implements. And Accessori...		+

Service Regions: United States Notify me of any opportunities that match my commodity codes

After selecting all codes that apply, please check “Notify me of any opportunities...”

Registration

In addition to creating your account, you need to provide the following information. Please complete all of the steps below.

✔ Step 1: Account Confirmation

✔ Step 2: Account Information

✔ Step 3: Documentation

✔ Step 4: Commodity Codes

✔ Registration Complete

✔ **Success!**

You have completed all of the requirements to register your Vendor account for Fort Bend Independent School District at Fort Bend Independent School District.

You can access Bid Opportunities on the [Portal](#) or by clicking [here](#).

[Continue to Bonfire »](#)

Once you have completed all of the steps and a green checkmark appears to each step in the sidebar, you will see a green **Success!** Message. You will be able to view Fort Bend ISD solicitations and create a submission(s).

How to Register in Bonfire:

Procurement Portal
Fort Bend Independent School District

Log in | **Open Public Opportunities** | Past Public Opportunities

Search

Status	Ref. #	Project	Close Date	Days Left	Action
OPEN	RFP 23-024AL	Energy Conservation Consultant Services	Jan 26th 2023, 2:00 PM CST	< 1	View Opportunity
OPEN	01-26-23JB	Small Business Enterprise Program Workshop	Jan 26th 2023, 2:00 PM CST	< 1	View Opportunity
OPEN	RFQ 23-034AR	Delinquent Tax Attorney Services	Feb 15th 2023, 2:00 PM CST	21	View Opportunity
OPEN	RFP 23-039DE	Enterprise Internet and Associated Services (Admin)	Feb 20th 2023, 2:00 PM CST	26	View Opportunity
OPEN	RFP 23-004KB-03	Fine Arts Consultants and Clinicians (Supplemental)	Mar 3rd 2023, 2:00 PM CST	37	View Opportunity

[Technical Support](#) | [Portal Security](#) | [Terms of Service](#) | [Privacy Policy](#)

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Click 'View Opportunity' to view the solicitation(s) information.

For technical support, please click the 'Technical Support' link at the bottom, left side and complete the form. Bonfire will reply back via email to your question(s).

NOTE:

Bonfire minimum system requirements:

- Google Chrome (Highly Recommended)
- Mozilla Firefox
- JavaScript must be enabled
- Browser cookies must be enabled