

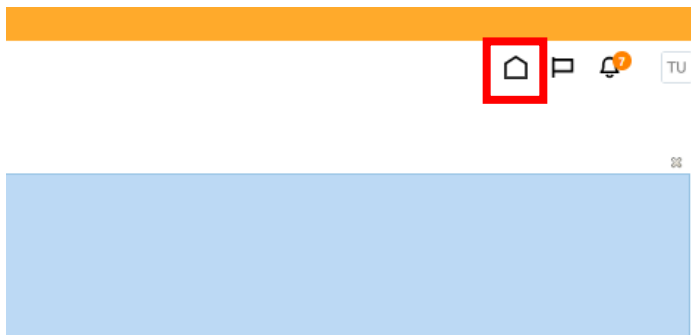
Suppliers – Searching for a Current or Previous Bid Event

Version 1 / Updated 9/1/25

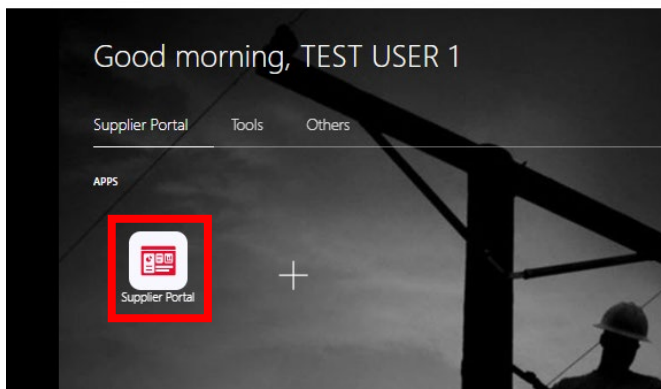
This job aid will show you how to search for current and previous bid events, including acknowledging participation in an active bid event.

Part 1: Navigating the Supplier Portal to find a current or previous bid event

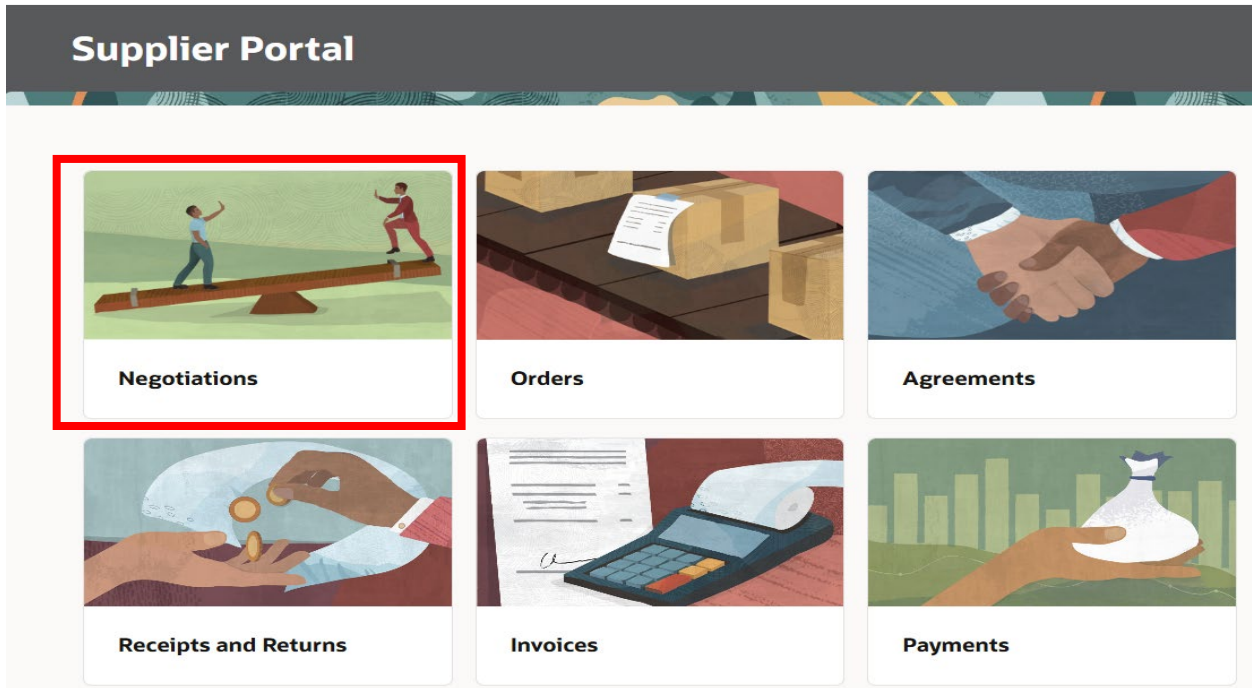
1. Login to Oracle Fusion.
2. Select Home icon in upper right corner.



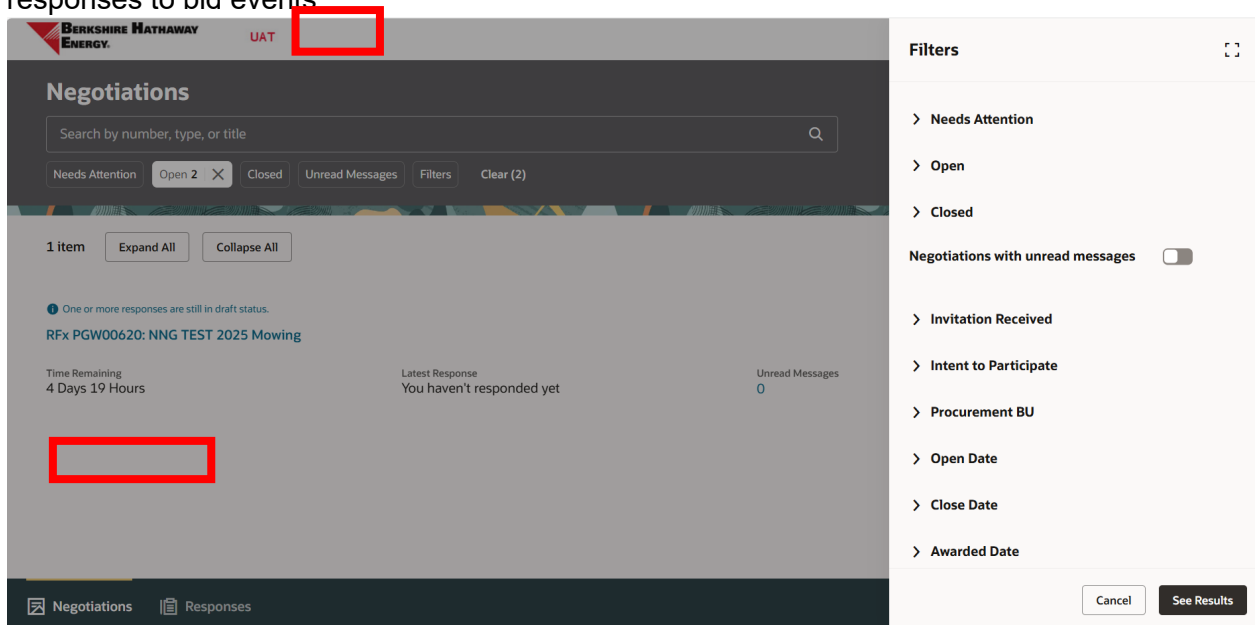
3. Select **Supplier Portal** tab.
4. Select **Supplier Portal** tile.



5. Select **Negotiations** tile.



6. You can search for negotiations by using the search bar, as well selecting different filtering options as shown below. Selecting **Closed** as a filter option will bring up previous bid events. **Responses** on the bottom of the page displays your previous responses to bid events



7. Acknowledging participation in a bid event can be completed when filtering on Open and selecting “...” to the right of the status.

