

To Our Business Partners/State of Delaware Vendors

The Division of Facilities Management (DFM) has partnered with Bonfire Interactive to improve the online bidding process. DFM will now join Government Support Services (GSS), the Department of Health and Social Services (DHSS), the Department of Transportation (DelDOT), and the Department of Technology and Information (DTI) in accepting online bid submissions through the Bonfire Interactive portal. In preparation for this transition there are a few things to keep in mind:

- Vendors will continue to find DFM bid opportunities at <https://mmp.delaware.gov/Bids/>.
- All state solicitations will clearly identify how to submit bid proposals.
- If the solicitation requires submission through the Bonfire portal the solicitation will clearly state this requirement.

When the Bonfire portal is being utilized, and online bid submissions apply, vendors should note:

- Bonfire Portal can be accessed at <http://DFM.bonfirehub.com>.
- A Bonfire registration affords vendors an additional opportunity to receive email notice(s) when solicitations are available.
- Solicitation documents will be visible in Bonfire just as the documents will remain visible in GSS' [MyMarketplace](#).
- For solicitations that use Bonfire to receive documents, the Vendor **will need** to register for the Bonfire portal to submit a bid.
- "In-person" bid/proposal submissions will not be accepted.
- Bid advertisements at GSS' MyMarketplace and the Bonfire Portal will indicate a bid submission due date and time as well as a bid opening date and time. These dates/times must be met in order for the submission to be considered responsive.
- Public Works Bid Openings will remain in person.
- Hard copies of the bid bonds will be required to be received by mail or in person within five (5) business days of the bid submission deadline for Public Works solicitations.

There is NO COST to register with and/or utilize Bonfire. (Bonfire may offer enhanced registration options but vendors are not obligated to pay or select the enhanced registration options.)

Bonfire resources:

- **Bonfire Portal to view DFM opportunities** <https://DFM.bonfirehub.com>
- [Vendor Registration](#)
- [Password Creation Error](#)
- [Creating and Uploading a Submission](#)
- [Vendor Registration and Submission \(Video\)](#)

***PLEASE NOTE:** Online bidding and the required paperwork submissions **WILL NOT APPLY** to all State of Delaware solicitations.

Thank you for your interest in doing business with the State of Delaware.