

AASHTOWare Project Bids™ Bid Component Bond Verification

It is the agency's decision to include the Bid Bond form as part of the proposal when using the Bid component of the AASHTOWare Project Bids software. If using Bid Bonds, the tab will display in the left side of the window. It is possible this tab is not available.

The Bid Bond window contains information the agency would like the bidder to read and possibly record. The agency can customize this form to collect bid bond information. Some agencies use this screen to collect information about the surety company and the surety state of incorporation as well as the bidder's bond ID and maximum bond amount allowed. The agency can make any field optional or required.

After the bond is submitted, the Bid component verifies the bond electronically and a successful message is displayed. If the bond could not be verified, the Bid component provides you with a detailed error message.

1. After the .ebsx file has been opened in the Bid component, select the **Bid Bond** tab.
2. Fill in the required fields including Bond ID.
3. Click **Verify**.
4. Follow the Verification Wizard.