



# Fargo Public Schools

## EUNA/Bonfire RFP, RFQ & Bid Submission Instructions

All submissions must be submitted through the online Bonfire Portal at:

<https://fargok12.bonfirehub.com/portal/?tab=openOpportunities>

Submissions by other methods will not be accepted. Minimum system requirements: Microsoft Edge, Google Chrome, Safari, or Mozilla Firefox. Javascript and browser cookies must be enabled.

Vendors should contact the Euna Support team at [Support.Bonfire@eunasolutions.com](mailto:Support.Bonfire@eunasolutions.com) for technical questions. Vendors can also visit Bonfire's help forum at <https://vendorsupport.gobonfire.com/hc/en-us>.

Submission materials should be prepared in the file formats listed under Requested Information for this opportunity in the Bonfire Portal. The maximum upload file size is 1000 MB. Documents should not be embedded within uploaded files, as the embedded files will not be accessible to be evaluated.

### CHANGES TO SUBMISSIONS

Submissions may be amended, but only before the Submission Deadline. Vendors wishing to amend their Submissions may amend before the Submission Deadline directly on the Bonfire portal.

### COMMUNICATIONS

Any communication related to submissions, including the posting of Addenda, will be available on <https://fargok12.bonfirehub.com>. Any questions can also be asked through the available communication tools. Vendors must be registered and logged in to ask questions.

### SUPPORT

Vendors should contact the Euna Support team at [Support.Bonfire@eunasolutions.com](mailto:Support.Bonfire@eunasolutions.com) for technical questions related to submissions, questions related to logging in or password resets, or anything else regarding Bonfire. Vendors can also visit Bonfire's help forum at <https://vendorsupport.gobonfire.com/hc/en-us>.