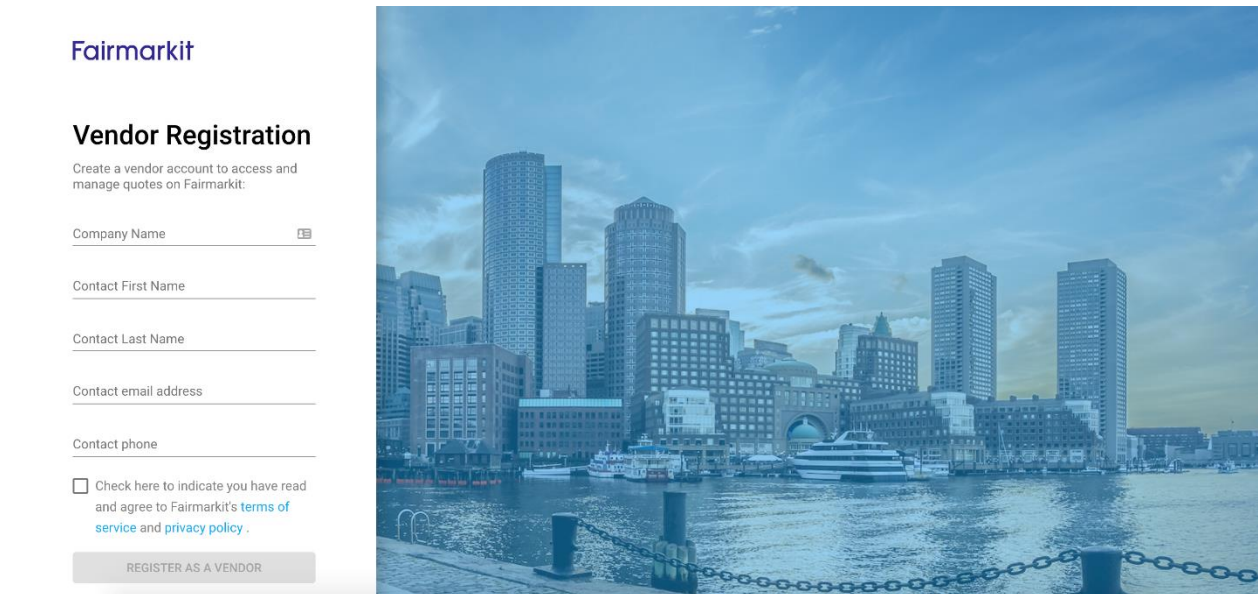


Fairmarkit Vendor Portal

As a vendor with a Fairmarkit Profile, you can manage and bid on any request that you've been invited to participate in, as well as place bids on public requests in the Marketplace.

You can register yourself as a vendor for free here: [Vendor Registration](#)



The image shows a screenshot of the Fairmarkit Vendor Registration form on the left and a city skyline background on the right. The form is titled "Fairmarkit Vendor Registration" and includes the following fields: Company Name, Contact First Name, Contact Last Name, Contact email address, and Contact phone. There is a checkbox for "Check here to indicate you have read and agree to Fairmarkit's terms of service and privacy policy." and a "REGISTER AS A VENDOR" button at the bottom.

Once registered, you'll receive a two-email series:

1. **Create your account** → You set up your account password and get redirected to the Fairmarkit Activity page (RFx list)
2. **Account created** → Confirmation that your account is created and a link to the Fairmarkit dashboard

On the Vendor Portal Homepage, all requests will be sorted by the following tabs:

Marketplace Tab: A dashboard of public invitations to bid

Select any of the listed RFx's you feel you can supply and create new business opportunities with Fairmarkit's community of clients.

Marketplace Search Customer: Fairmarkit.com

Title	Customer	Created Date ↓	Close Date
Macbook Pro RFQ ID: 43670	Fairmarkit	Fairmarkit.com 04/14/2020 11:21 AM	04/15/2021 4:00 PM
VIVO Single LCD Monitor Desk Mount RFQ ID: 124ea8603c	Fairmarkit	Fairmarkit.com 02/14/2020 11:13 AM	03/10/2021 12:00 PM
Canon PowerShot ELPH 180 - digital camera RFQ ID: 70cea8603c	Fairmarkit	Fairmarkit.com 01/29/2020 1:04 PM	08/13/2021 12:00 PM

Items per page: 100 1 - 3 of 3 < >

Requests for Quote/Proposal Tabs: A dashboard of direct bid solicitations to you as the vendor
 Select any of the listed RFX's sent directly to you to provide a bid for consideration.

Bid Activity Search Customer

BID NOW 1 **SUBMITTED** 2 **WAITING FOR AWARD** 0 **WON** 1 **LOST** 1 **NO BID** 10 **ALL**

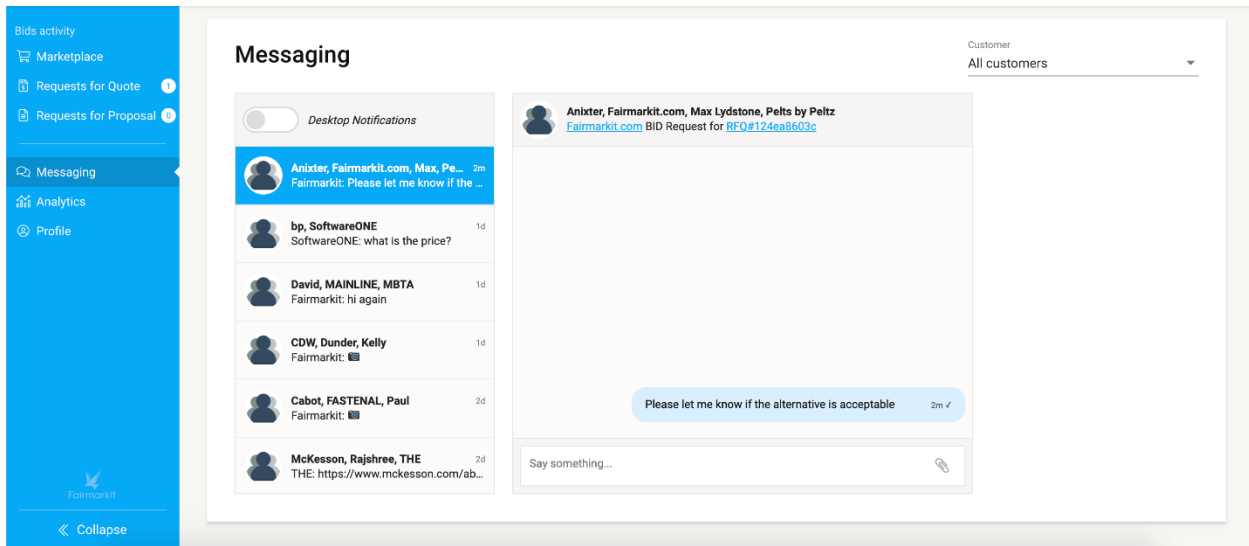
Title	Customer	Quoted	Awarded	Created Date ↓	Close Date	
VIVO Single LCD Monitor Desk Mount RFQ ID: 124ea8603c Invited	Fairmarkit	Fairmarkit.com	\$0.00	\$0.00	02/14/2020 11:13 AM	03/10/2021 12:00 PM

Items per page: 100 1 - 1 of 1 < >

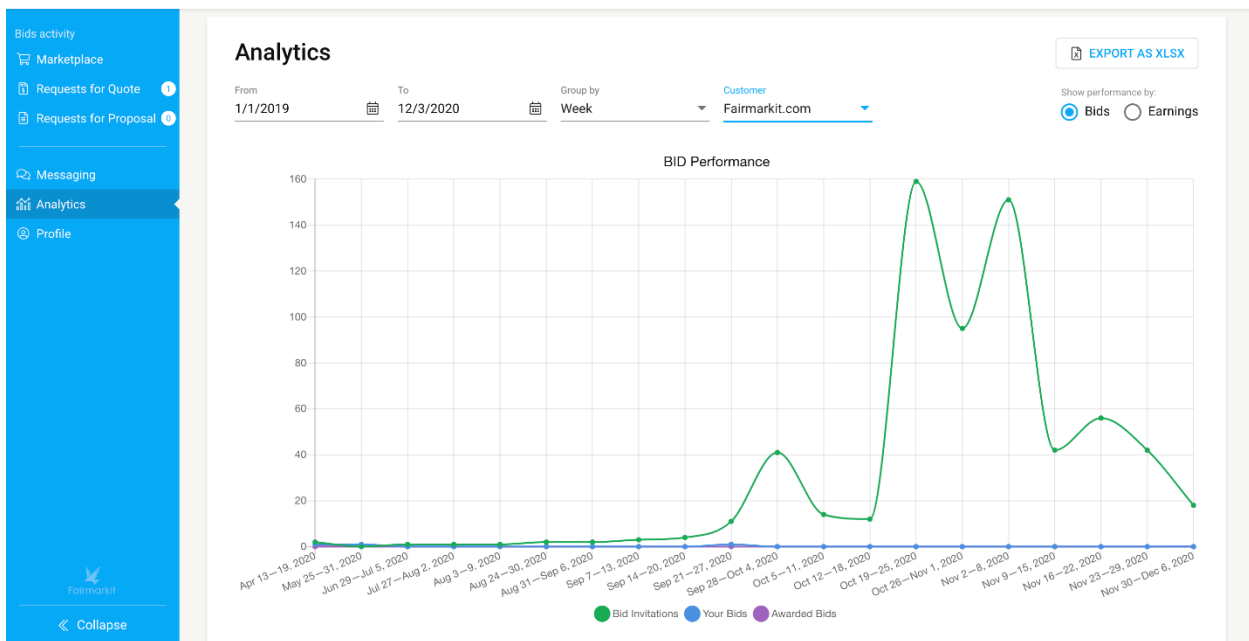
- **BID NOW** - Open RFX's that you have not yet bid on
- **SUBMITTED** - Open or Closed RFX's that you have bid on, but have not yet been awarded
- **WAITING FOR AWARD** - Closed RFX's that the buyer has not yet made a determination on
- **WON** - RFX's that have been partially or fully awarded to you
- **LOST** - RFX's that you bid on, but have been awarded to another vendor
- **NO BID** - RFX's that you submitted a response of "No Bid" to
- **ALL** - All RFX's in all statuses and response types

Learn more about bidding in our related article: [How Do I Bid on Requests?](#)

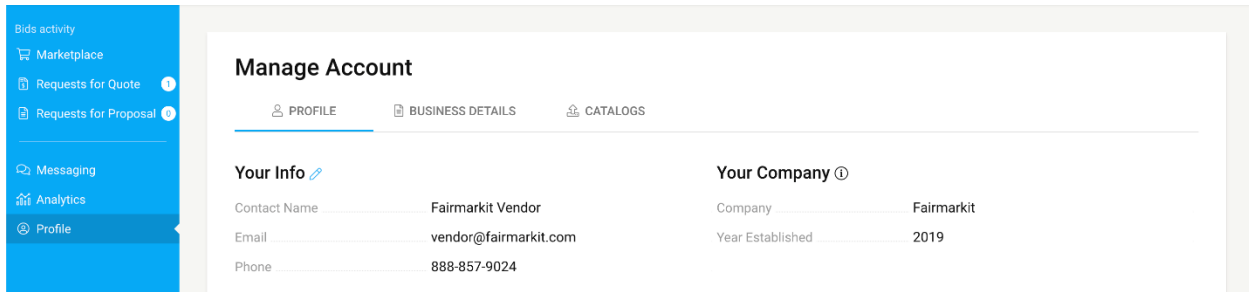
Messaging Tab: When a buyer has a question for you, or if you need to provide more information on a bid, you can communicate directly with your customers through our in-app messaging.



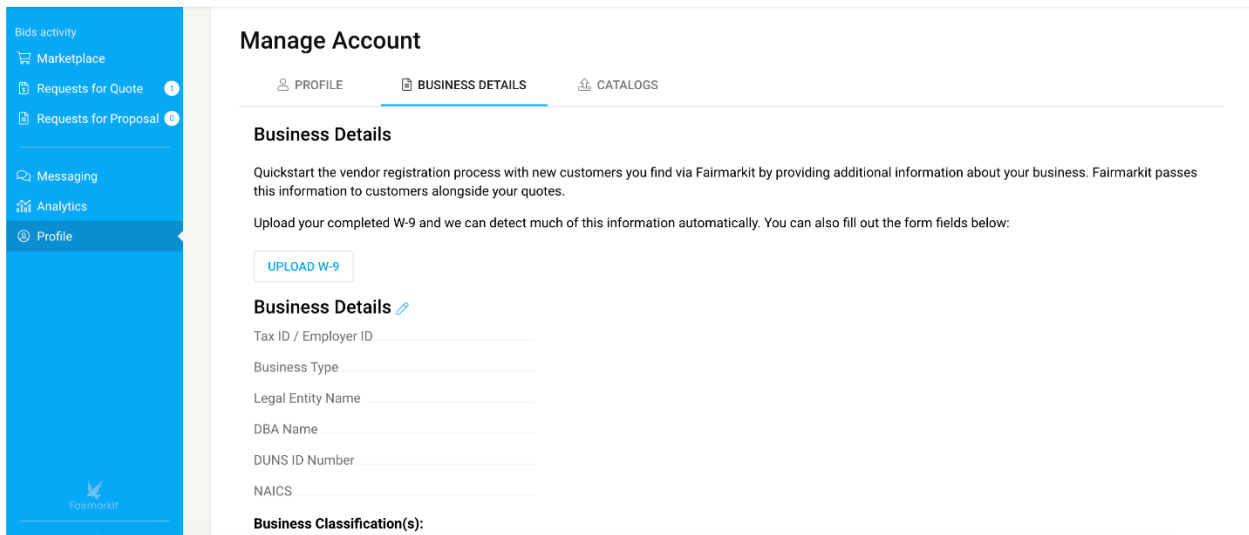
Analytics Tab: See reporting on your bids and earnings over time to track your performance with key customers on the Fairmarkit platform.



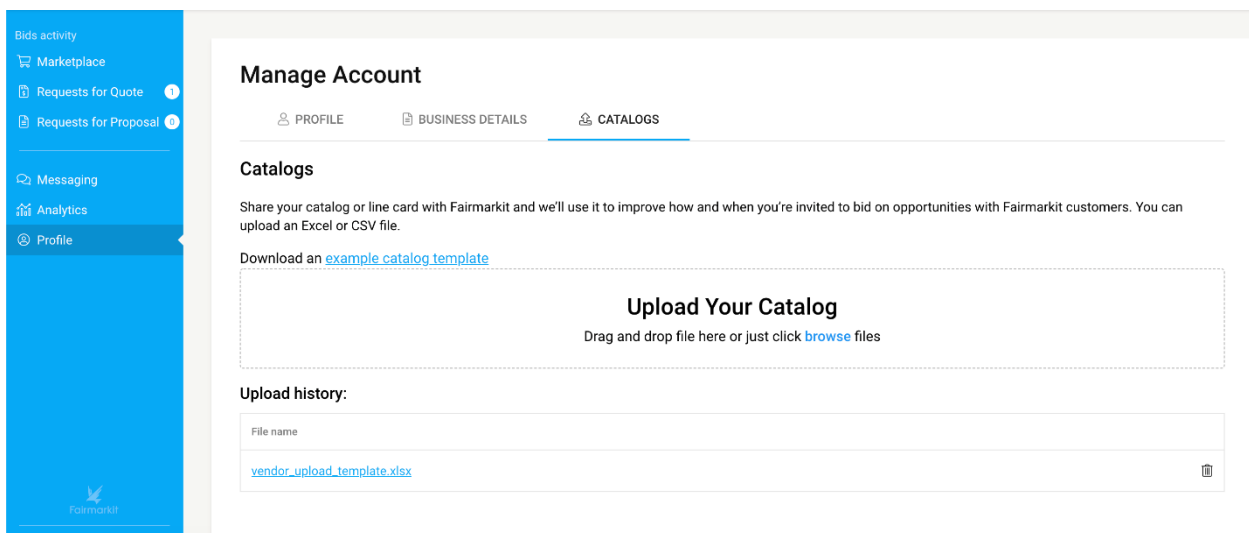
Profile Tab: Update your profile so your customers have the most current contact information for you.



Business Details Tab: Upload your W-9 to streamline onboarding as a new vendor for new business relationships built through Fairmarkit.



Catalogs Tab: Upload your vendor catalog or line card to help Fairmarkit's AI learn what kinds of products you supply and to recommend you as a vendor to new customers on our platform.



For support, visit our dedicated Vendor Support channels:

- Email: vendors@fairmarket.com
- Phone: 800-558-8017 - option 3