



Directions for Subscribing to the Business Opportunities Website (BOW)

Subscription Home Page



You must be register in iSupplier before you can subscribe to receive automated email notifications from the BOW.

- ❖ To get to the BOW subscription page, navigate to www.sandia.gov.
- ❖ From the Sandia home page, click on “Partnerships”. Once there, click “Prospective Suppliers”.
- ❖ Scroll down near the middle of the page, click “Opportunities”. Then click “View Business Opportunities”.
- ❖ Toward the top right hand side of the page, click “Login”.
- ❖ Login with your iSupplier credentials.

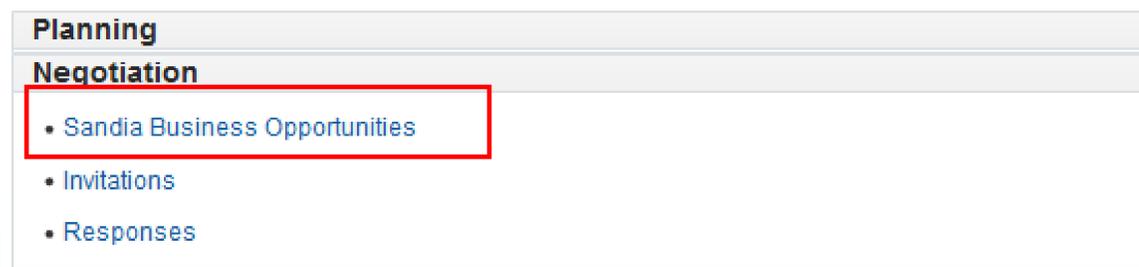


E-Business Suite

- ❖ Click on the Navigator tool, select “SNL iSupplier Portal for Suppliers: → Select “Home”



- ❖ Select “Sandia Business Opportunities”





- ❖ Select “Email Contacts and Subscriptions”.

BOW List

Click the Id link in the first column to view details and respond [Email Contacts and Subscriptions](#) Submitted Responses

Id	NAICS	Posting Type	Posting Title
852	236220: Commercial and Institutional Building Construction	RFI	Secure Modular Building
851	221117: Biomass Electric Power Generation	RFQ	Mr. Fusion Home Energy Reactors

- ❖ If your email does not exist, select “Create”.
- ❖ Enter information in all three fields.
- ❖ Select “Save”.

[Back](#) [Save](#) Update contact information, then click Save. Use the Subscribe/Unsubscribe butt

* Email

* Contact Name

* Phone

- ❖ Select the ID number of the email you want notifications sent to.

[Back](#) [Create](#) This is a list of all your BOW email contacts. Click the link in the Id column to change cont

Id	Email	Contact	Phone	Status	All Naics	Expires	NAICS
1842	supplier@supplier.com	SNL Supplier	123-456-7890	Unsubscribed		08-May-2020	



❖ Select “Subscribe/Unsubscribe”

[Back](#) [Save](#) **Subscribe/Unsubscribe** Update contact information, then click Save. Use the :

Subscription Status	Unsubscribed
Expires	08-May-2020
Email	supplier@supplier.com
* Contact Name	<input type="text" value="SNL Supplier"/>
* Phone	<input type="text" value="123-456-7890"/>



Select NAICS codes

Email Contact Subscription

Check "All NAICS Codes" checkbox to subscribe to all codes. If unchecked, then only the child code will be effective. For example, if you select both 811113 and 811, then only 811113 is effective.

NAICS Codes for New Subscription

Contact Email: supplier@supplier.com

Contact Status: Unsubscribed

All NAICS codes

[Expand All](#) | [Collapse All](#)

<input type="checkbox"/>	<input type="checkbox"/>	Focus
<input type="checkbox"/>		Root Node
<input checked="" type="checkbox"/>		11: Agriculture, Forestry, Fishing and Hunting
<input type="checkbox"/>		21: Mining, Quarrying, and Oil and Gas Extraction
<input type="checkbox"/>		22: Utilities
<input type="checkbox"/>		23: Construction
<input type="checkbox"/>		236: Construction of Buildings
<input type="checkbox"/>		237: Heavy and Civil Engineering Construction
<input checked="" type="checkbox"/>		2371: Utility System Construction
<input type="checkbox"/>		2372: Land Subdivision
<input checked="" type="checkbox"/>		2373: Highway, Street, and Bridge Construction
<input checked="" type="checkbox"/>		2379: Other Heavy and Civil Engineering Construction
<input type="checkbox"/>		238: Specialty Trade Contractors
<input type="checkbox"/>		31: Manufacturing
<input checked="" type="checkbox"/>		32: Manufacturing
<input type="checkbox"/>		33: Manufacturing
<input type="checkbox"/>		48: Transportation and Warehousing
<input type="checkbox"/>		49: Transportation and Warehousing
<input type="checkbox"/>		51: Information
<input type="checkbox"/>		52: Finance and Insurance
<input type="checkbox"/>		53: Real Estate and Rental and Leasing
<input type="checkbox"/>		54: Professional, Scientific, and Technical Services

- ❖ Check the applicable boxes for each NAICS code you would like to receive email notifications.
- ❖ By clicking on the grey triangle to the left of each code, you may select up to the full 6-digit code.
- ❖ Once the desired NAICS codes are selected, click "Subscribe"

Note: the greater number of digits selected, the fewer email notifications you may receive as the selection will be more focused. Conversely, the fewer digits select will result in a wider range of notifications. The option is available to select "All NAICS codes" which is located above the expanded list of codes.



- ❖ If the subscription was successful, status will be shown as “Subscribed”.
- ❖ By clicking on the ID number, you will be able to see which NAICS codes you have subscribed to receive email notifications for, as well as how to update your subscription.

Email Contacts (Subscriptions)

[Back](#) [Create](#) This is a list of all your BOW email contacts. Click the link in the Id column to change

Id	Email	Contact	Phone	Status	All Naics	Expires	NAICS
1842	supplier@supplier.com	SNL Supplier	123-456-7890	Subscribed		08-May-2020	4