

Requirements Before Bidding

Summary

Additional requirements are conditions set on a bid package that help subcontractors understand what the general contractor expects before submitting a bid. They clarify expectations early so both sides can avoid wasted time and misaligned bids.

Why It Matters

What problem does this solve?

Contractors often receive bids that don't meet basic criteria (insurance, licensing, breakdowns, etc.), which creates delays and unnecessary back-and-forth.

Why this matters for subcontractors

Requirements help subcontractors quickly understand if a job is a good fit before investing time preparing a quote.

How It Works

What Are Additional Requirements?

Additional requirements are custom conditions added to a bid package by the contractor. They don't block you from bidding, but they help contractors assess fit and readiness.

Common examples include:

- WCB approval
- Certificate of Insurance
- Full quote breakdown
- Trade-specific certifications or compliance requirements

Where Subcontractors See Requirements

You may see requirements in several locations:

- Inside the **Job Details** panel
- Within the **Bid Package** details
- In the **Bid Conversation**
- When requesting to bid through the **Job Connector**

Confirming Requirements (Job Connector Flow)

If you find a job through Job Connector and click **Request to Bid**, you may be asked to confirm which requirements you meet.

Important notes:

- You are **not required** to meet every requirement to request to bid.
- You can leave any requirement **unmarked** if you're unsure.
- Contractors still decide who they hire — even if not all requirements are met.

For **directly invited subcontractors**, this confirmation step may not appear. However, the requirements are still visible and relevant throughout the bidding process.

After You're Accepted

Once you're accepted to bid or awarded the project:

- The contractor may request proof of certain requirements.
- Any documents (insurance, WCB, certifications, etc.) are exchanged directly inside the **bid conversation chat**.

There is no separate document upload system for these requirements.

When This Applies

This applies when:

- You are viewing jobs using the Job Connector
- You're responding to a direct invite
- You're evaluating whether to submit a bid
- You're reviewing requirements on an awarded job

Related Articles

- [How to Bid on a Job](#)
- [Creating Bid Packages](#)
- [Managing Submitted Bids](#)

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