

Instructions to Vendors Interested in Doing Business with the Louisville District:

1. In order to do business with the Louisville District (or any Federal contracting agency), it is necessary to register with the Central Contractor Registration (CCR) system. To register go to the CCR website at www.ccr.gov. Vendors should download the CCR Handbook to use as a guide for completing their registration. To download the handbook, click the tab at the top of the screen labeled "CCR Handbook". If assistance is needed with CCR registration, contact the CCR Helpdesk at **1-888-227-2423**.
2. The Louisville District advertises all of its projects on the Federal Business Opportunities Website. Access to this site also requires registration. Go to www.fbo.gov. Vendors should download the "FBO Vendor Guide" by clicking the link on the right side of the FBO home page. This user guide will explain the registration process for FBO and provide information on how to use the Website. For assistance with the FBO Web site, click the "Help Desk" link at the bottom of the FBO home page or call 703-373-7039.
3. To find projects for the Louisville District, go to www.fbo.gov.
 - a. Login as a Vendor
 - b. Select "Find Opportunities"
 - c. Type 'W912QR' in keyword box
 - d. Click "Go"
 - e. Find the project you are interested in
4. After locating the project:
 - To view a notice, select one from the list on the left hand side.
 - To be notified when a new notice is posted, Select 'Add to Watchlist'
 - To become an Interested Vendor, Select "Add to Interested Vendor's List"
 - To view/download technical data packages, Select the "Packages" tab.
 - a. Click the package you want to view/download
 - To view the Interested Vendors List, Select the "Interested Vendors List" tab