

Qualification Based Selection (QBS) Vendor Registration Instructions

In accordance with Missouri law (RSMo Section 8.285 to 8.291), when professional services within the realm of architecture, engineering, land surveying, the Zoo will engage the use of the Qualification-Based Selection (QBS) process to search and select the most qualified candidate. These questions are intended to identify the most qualified firm to handle a project based on skills and expertise, ensuring alignment with the Zoo’s needs and project goals.

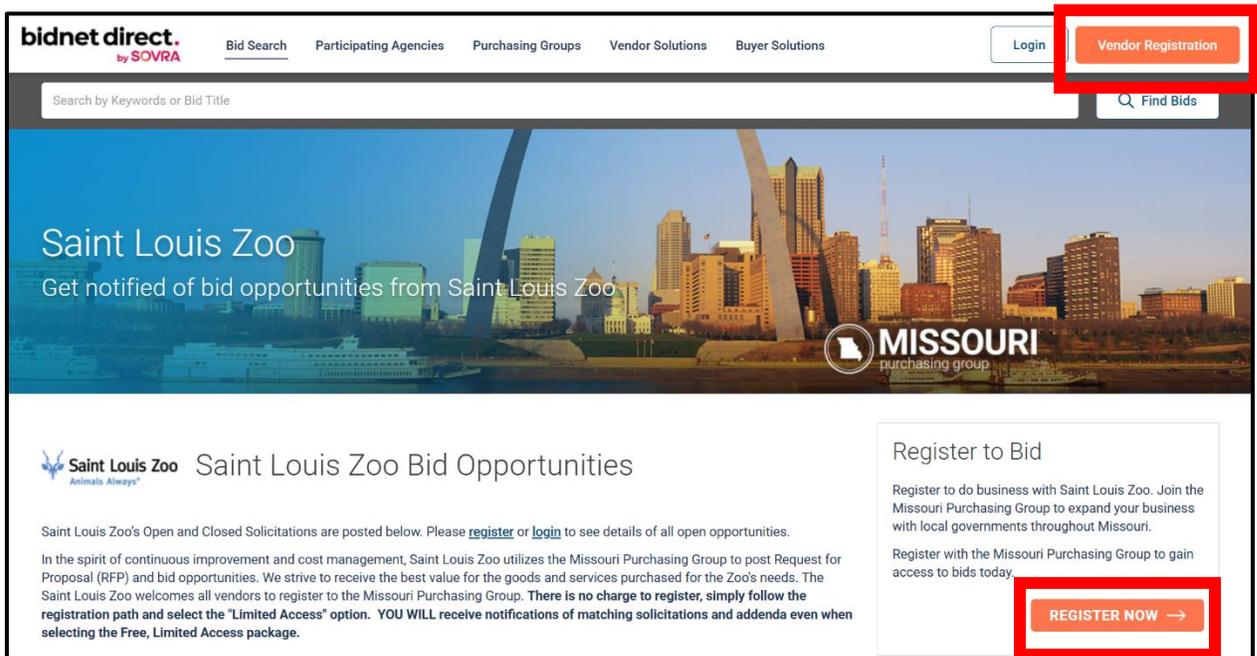
Step 1:

Go to BidNet Direct:

⇒ <https://www.bidnetdirect.com/missouri/saintlouiszoo>

Step 2:

Click “Vendor Registration” or “Register Now” to sign up.



The screenshot shows the bidnet direct website interface. At the top right, there is a navigation menu with a "Vendor Registration" button highlighted in a red box. Below the navigation is a search bar and a "Find Bids" button. The main content area features a banner for Saint Louis Zoo with the text "Get notified of bid opportunities from Saint Louis Zoo" and a "MISSOURI purchasing group" logo. Below the banner, there is a section titled "Saint Louis Zoo Bid Opportunities" with a "REGISTER NOW" button highlighted in a red box.

Step 3:

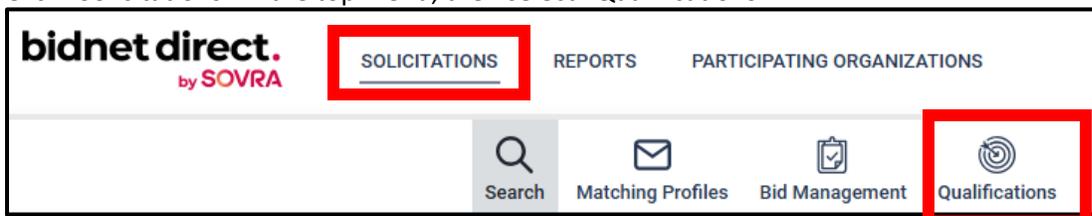
Fill out the registration form with your company’s information.

💡 *The Saint Louis Zoo recommends choosing the FREE limited registration option.*

Step 4:

After registering, your homepage will appear.

Click “Solicitations” in the top menu, then select “Qualifications.”



The screenshot shows the bidnet direct website interface after registration. At the top, there is a navigation menu with "SOLICITATIONS" highlighted in a red box. Below the navigation is a search bar and a "Qualifications" button highlighted in a red box.



Step 5:

Find and click on the Saint Louis Zoo Pre-Qualification Form from the list.
Click “Apply for Qualification.”

Available Qualifications				
Buyer Name ▲	Qualification	Duration	Deadline	Actions
Saint Louis Zoo	Saint Louis Zoo Pre-Qualification Form			Apply for Qualification

Step 6:

Complete the form with the appropriate information for your company.

 You can click “Save and Quit” at the bottom to save your progress and return later.

Step 7:

Once the form is complete, click “Submit Application” at the bottom of the page.

Supplier Affirmation

By submitting this request for qualification, I, the undersigned, agree and certify that:

- I am duly authorized to provide the information requested herein and declare that all the information provided is true and correct in all respects.
- Supplier is responsible to advise the Saint Louis Zoo of any updates to the submitted information as changes occur.

Application Submitted By (Full Name)*

For security reason please re-enter your password*

[Cancel](#) [Save & Quit](#) [Submit Application](#)

Step 8:

The Saint Louis Zoo will review your application. You will receive a notification once approved or if additional information is needed.

Need help? Contact BidNet Vendor Support:

Email e-procurementsupport@bidnet.com

Phone 1-800-835-4603