This document provides information, descriptions of individual pages and functionality related to your responses to solicitations. Your Electronic Solicitation Responses (ESR) will be automatically saved to this folder when you submit a response. Hard copy responses will be manually entered after the closing date and time.

For additional information you can use the “View Frequently Asked Questions” link (sample screen shots provided), the “Help” link at the top of each page or contact the Help Desk.

**My Responses** – This page displays all of your Electronic Solicitation Responses as well as hard copy responses. An ESR can be modified or withdrawn until the clock runs out of time (the closing date and time). You can also view your award documents and intent to award notices here.

Use the advanced search functionality or select a button specific to a predetermined search criteria. The definition of “Soon” and “Recent” is within 30 days.

**FAQ page**

**Help Center**
Modify or Withdraw – This page displays your responses that are closing soon. To modify or withdraw your response, select the response link. To modify the response you will repeat the same steps you followed to respond (refer to “Business Opportunities (Solicitations)” document) and to withdraw, select the button.