An illustrative first-use flow

1 — Connect

Choose one assistant, complete the connection and ask: Using Qualified Bid, get me started. Confirm tools are available. Follow this sequence with your own business facts and actual returned sources.

2 — Define the research

Example input: We provide grounds maintenance and want to research a 30-mile service area around our operating ZIP. Replace that assumption with your real area and capacity. Request current notice dates and official sources.

3 — Inspect the returned evidence

Check the purchased service, performance location and due date. Open one cited notice and read the relevant documents through Qualified Bid. Keep a coverage record and citations. An expired notice or unread requirement changes what can be concluded.

4 — Decide the next question

Use the three-question guide before assuming a relevant code is enough. A useful result identifies a buyer, a manageable scope or a planning lead, plus an evidence-based next step.

Personalize when ready

5 — Confirm the company

Add only actual company information. Review and confirm extracted facts before requesting tailored guidance. A registration identifier or classification alone does not establish every solicitation qualification.

6 — Read the reason

Ask: Using Qualified Bid, what can I bid on? Keep the recommendation version/date, source condition and company evidence together. Missing guidance remains missing; do not invent a verdict.

7 — Make a pursuit decision

Match scope, experience, personnel, access route, price and capacity. Bid, Team, Watch and Skip are calls to evaluate, not award guarantees. A potential partner remains a research lead until agreement and qualifications are established.

8 — Preserve the record

Keep the source date, document pages, company facts, unresolved questions and next action in the worksheet. Return to Qualified Bid for updated evidence when the notice or your facts change.