GLENDOWER
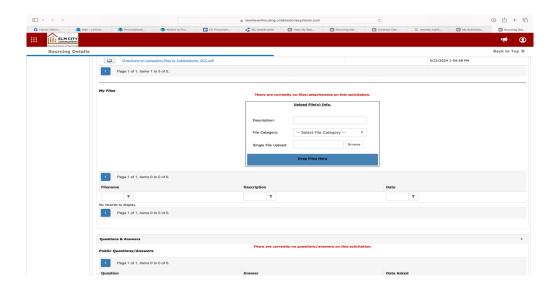
How to Upload Proposal or Bid Documents

1. Login into http://newhavenhousing.cobblestonesystems.com/gateway
2. Select **All Solicitations** from the Solicitions Menu.
3. Select **View** for the solicitation that you are interested in submitting either for a proposal or bid.
4. Scroll down to the section where is say *My Files*. Picture is below.
5. Click the **Browse** button. This will allow you to upload the full proposal or bid. **DO NOT** upload one page or section at a time. You must save the entire document as **ONE FILE** prior.
6. You can give the File a description if you'd like. It is not required.
7. Your uploaded file will appear below *My Files*. Picture is below.

Actions	View File		Description	Date
	Addendum 1 (6).pdf			6/10/2024 9:01:07 AM
	PM-24-RFQ-908 IQC A & E Services-Signed.pdf			5/22/2024 7:09:06 PM
	Pre-Proposal Meeting Link .pdf			5/21/2024 2:00:38 PM
	Directions on Asking Questions in Cobblestone- ECC.pdf			5/21/2024 1:54:51 PM
	Directions on Uploading files to Cobblestone- ECC.pdf			5/21/2024 1:54:48 PM

1 Page 1 of 1, items 1 to 5 of 5.

My Files

Upload File(s) Info.

Uploaded Successfully: NTP- 360M-24-C-881.pdf

Description: [   ]

File Category: [-- Select File Category -- ▾]

Single File Upload: [   ] [Browse]

Drop Files Here

1 Page 1 of 1, items 1 to 1 of 1.

Filename	Description	Date
NTP- 360M-24-C-881.pdf	**LaVonta Bryant (Elm City Communities):**	6/14/2024 8:03:21 AM