



— NEW IN SUBTRADE • PART 3

PRICE THE JOB

Build and revise your proposals, send the drawings to your vendors for pricing, and let follow-ups chase the numbers so nothing slips before the bid is due.

PROPOSE

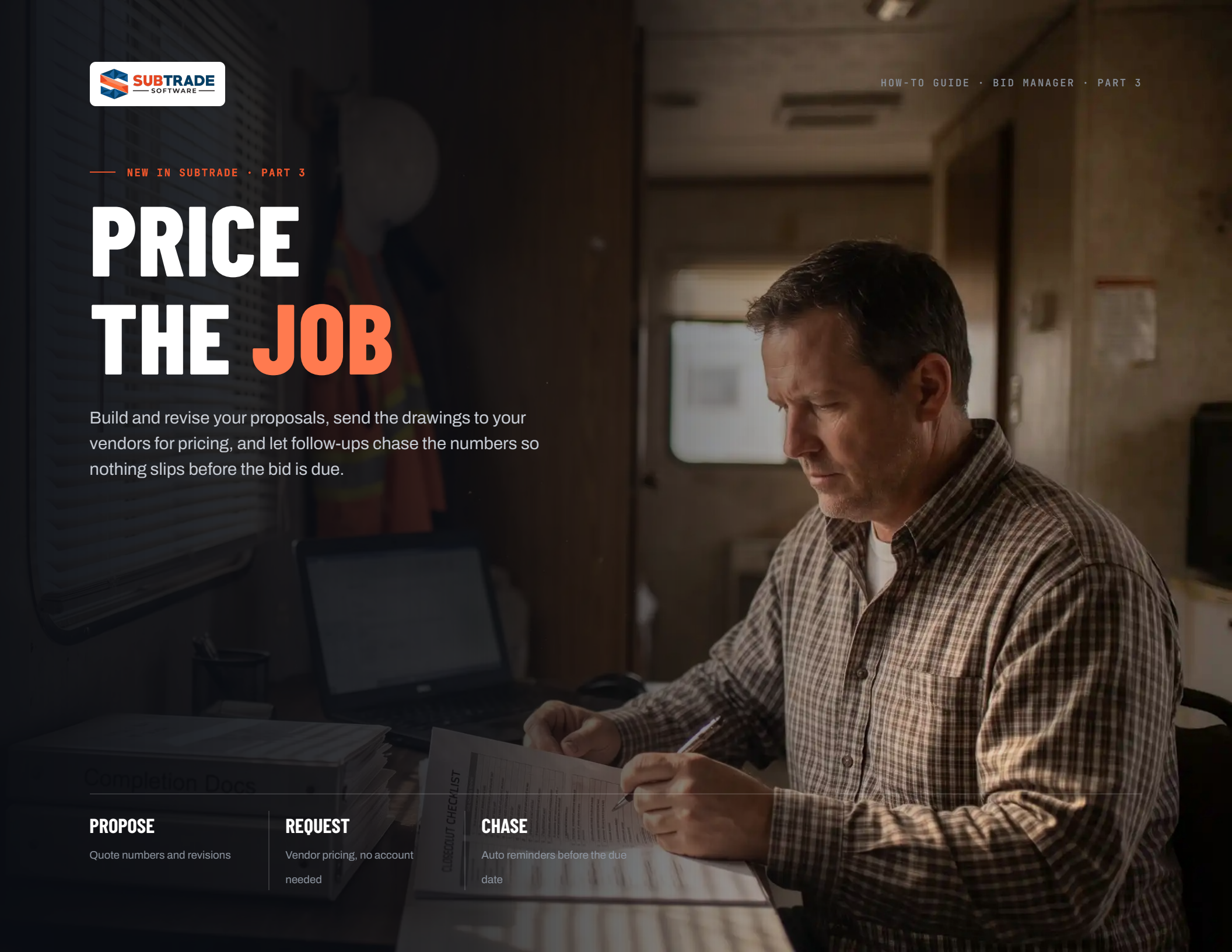
Quote numbers and revisions

REQUEST

Vendor pricing, no account
needed

CHASE

Auto reminders before the due
date



PROPOSALS, VENDORS AND FOLLOW-UPS

Everything here lives inside the tender, on the **Estimating**, **Vendors** and **Follow-ups** tabs.

1 The Estimating tab

2 Proposals and revisions

3 Invite a vendor

4 What your vendor gets

5 Follow-ups

The screenshot shows the Subtrade Bid Manager interface for a tender titled "Alpine Sushi Bar Fit-Out". The tender is managed by "Burton & Co" and "Jordan Burke" with the ID "BID-2026-004". The current bid value is "\$19,462" and the status is "Follow-up". The interface includes tabs for "Overview", "Drawings" (4), "Estimating" (2), "Vendors", and "Follow-ups" (1). The "Estimating" tab is active, showing a workflow from "Takeoff" to "Estimate" to "Proposal". The "Proposal" tab is selected, displaying a list of proposals. The first proposal is "Q-2026-0005-R2" by "Frank Vale" dated "Sep 27, 2026", with a bid value of "\$19,462" and a status of "Earlier revisions (1)". The interface also includes buttons for "Edit", "Mark as Awarded", and "Mark as Lost".

Alpine Sushi Bar Fit-Out
Burton & Co · Jordan Burke · BID-2026-004

BID VALUE **\$19,462** Follow-up Edit Mark as Awarded Mark as Lost

FV

Overview Drawings 4 **Estimating 2** Vendors Follow-ups 1

Takeoff SOON Not available yet > Estimate SOON Not available yet > **Proposal** Q-2026-0005 sent

Proposals + New proposal

Find a quote number

Q-2026-0005-R2
Sep 27, 2026 · Frank Vale
Earlier revisions (1)

\$19,462 ✓ ➤ 🗑

01

THE ESTIMATING TAB

ESTIMATING

PROPOSAL

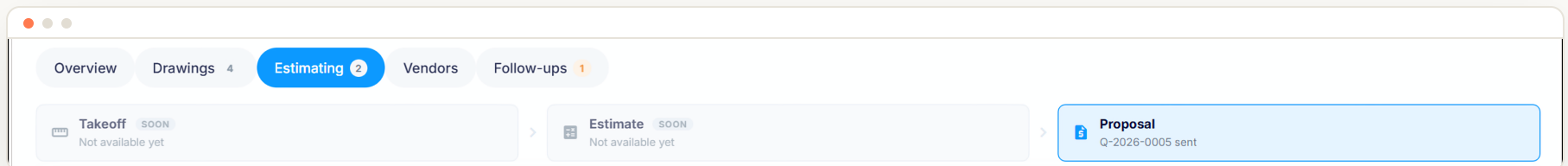
Three steps, left to right.

01 Takeoff and Estimate, then Proposal.

02 Right now, this is where your **proposals** live.

COMING VERY SOON

Takeoff and estimating are on the way. Today you'll see them marked **Soon**.



02

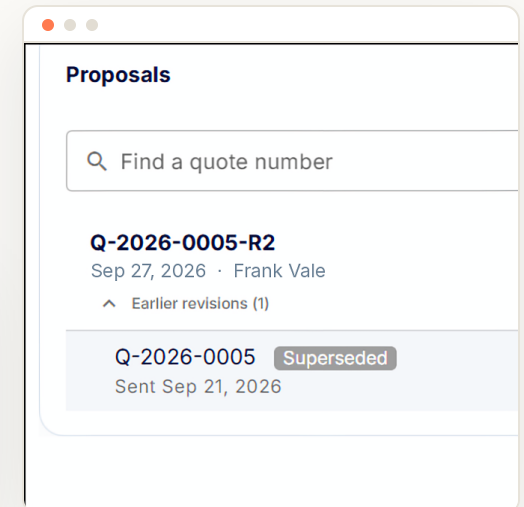
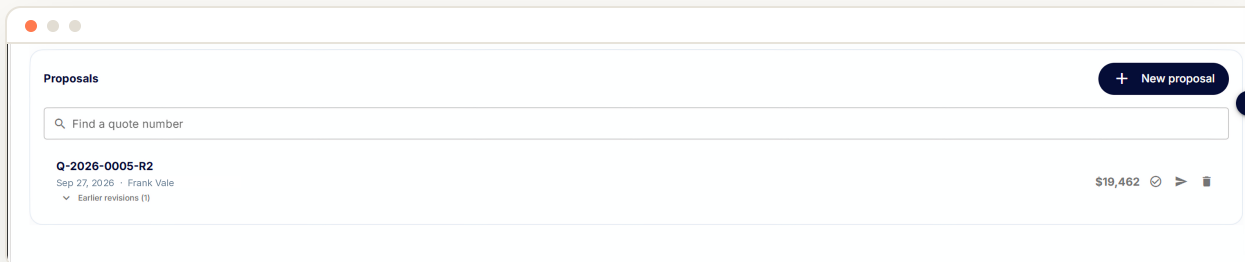
PROPOSALS AND REVISIONS

ESTIMATING

PROPOSALS

Every number you send, on record.

- 01 Press + **New proposal** to build one. Each gets its own **quote number**.
- 02 Find a **quote number** to pull any proposal back up. Send it straight from the row.
- 03 GC wants changes? Make a **revision**. The old one is kept and marked **Superseded**, so you always know which number went out.



INVITE A VENDOR

PRICING REQUEST

- 01 On the **Vendors** tab, press **Invite vendor** and pick them from your vendor list.
- 02 Choose the **documents included** and add **attachments** like site photos.
- 03 Fill in **what we need priced**. The message fills itself in with the project, address and due date.
- 04 **Send now, copy link instead** to send it yourself, or **save as draft**.

SUBTRADE • BID MANAGER • PART 3

04

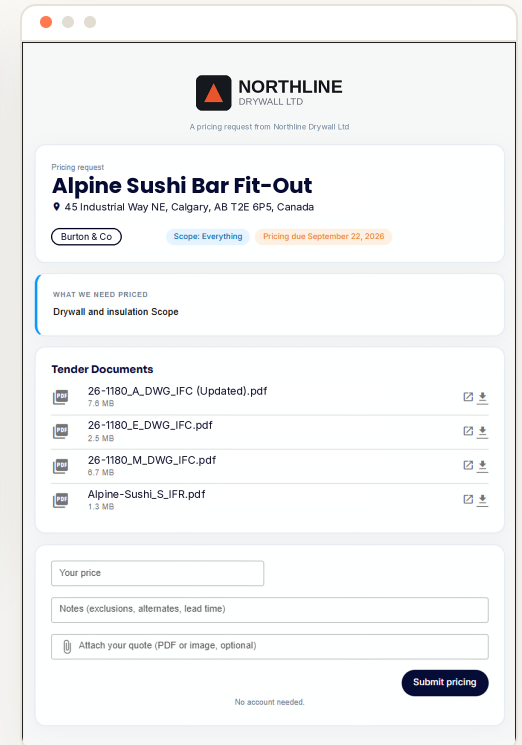
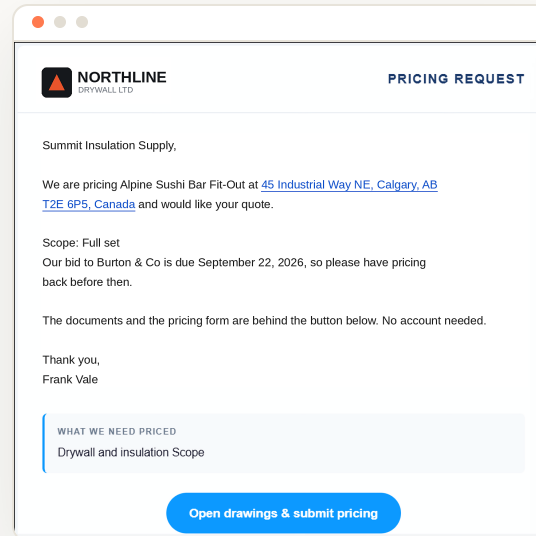
WHAT YOUR VENDOR GETS

VENDORS

NO ACCOUNT NEEDED

A clean email with your logo, then one page to price from.

- 01 The email shows your logo, the scope and **Open drawings & submit pricing**.
- 02 The pricing page lists the **tender documents** to open or download.
- 03 They enter **their price**, **notes** like exclusions or lead time, and attach **their quote**. It lands right back in your tender.



05

FOLLOW-UPS

FOLLOW-UPS

AUTO-CHASE

Keep the bid moving until it's in.

- 01 Up top: the **due date** and how many vendors have **priced**.
- 02 Turn on **Auto-chase** and vendors get reminders **5, 2 and 1 days** before the due date.
- 03 Every open follow-up is listed. **Chase now**, snooze it or mark it done. Press + **Add follow-up** for your own.

Alpine Sushi Bar Fit-Out

Burton & Co · Jordan Burke · BID-2026-004

FV

Overview Drawings 4 Estimating 2 Vendors 1 Follow-ups 2

Bid due to Burton & Co, Sep 22
0 days out · 0 of 1 vendors have priced

Auto-chase ☒ · 5, 2, 1 days before due **T-0**

Open 2 Snoozed 0 Done 0

+ Add follow-up

**Last call: Summit Insulation Supply**
Opened 1x since Sep 28, no price yet

8 days late Chase now

**Submit bid to Burton & Co**
Estimate at \$19,462

6 days late Open estimate

BID VALUE
\$19,462

Follow-up

Edit

Mark as Awarded

Mark as Lost

— BID MANAGER SERIES • COMPLETE

NEED A HAND? WE'VE GOT YOU.

That's Bid Manager: your pipeline, the inside of a tender, and pricing the job. Want help loading your current tenders? Send us an email and our team will get back to you.

support@subtradesoftware.com



SUBTRADE SOFTWARE LTD. • CALGARY, ALBERTA • SUBTRADESFTWARE.COM