



Cuyahoga County Department of Procurement & Diversity
BuySpeed Online
Vendor Login

“BuySpeed Online” is the procurement computer software used by Cuyahoga County for Vendors to access bids and to obtain up to date information on procurement opportunities. This system has been in place since 2003 and is updated routinely. BuySpeed is available on the Internet for Vendor access. Vendors can independently register online, complete the process, and be able to bid online all in the same day.

Log in via the Procurement & Diversity website link:

<http://www.opd.cuyahogacounty.us/>

Direct Login available at:

<https://buyspeed.opd.cuyahogacounty.us/bsol/login.jsp>

If you were previously registered in BuySpeed your prior user ID and password should still work. Important: Please take the time to log in to BuySpeed Online and update any information needed. Please make sure e-mails, contacts people, addresses and NIGP codes are accurate. Maintain your user ID and password for future access.

Procurement requires a W-9 to be on file. You will need to submit a W-9, if you have not already made the submission. The fax number is 216-443-7206.

The Procurement website has a vendor manual available as a link for download.

In setting up your password, please note:

If you have not completed the registration process, you can access BuySpeed via the BuySpeed entry screen section entitled, “Complete Registration” (just double-click). You can then access your account using the e-mail that you initially entered into BuySpeed.

Once fully registered, you will receive automated e-mail that will provide you with a computer generated password and a link as well as prompt you to go back into the system to change the password to something familiar to you.

Viewing/Bidding:

- To search present and past Requests for Proposals (RFP), Qualifications (RFQ), or Bids (RFB), go to internet URL <http://opd.cuyahogacounty.us/> and select “Notices and Contracts Search.” This offers search options.
- To view opportunities in Buyspeed, log into BuySpeed as a “Seller” and select the “Bids” tab to view formal RFP, RFQ, and Bid opportunities (Often formal RFPs, RFQs, and RFBs have to be picked up personally at the Cuyahoga County Office of Procurement and Diversity.
- To view Bids that can be completed electronically in BuySpeed, select the “Quotes” tab to view. Select “Create” to view details and submit a bid.

Feel free to log in to Cuyahoga County’s BuySpeed Online system. If you have questions, you can contact a Vendor Administrator at 216-443-7200.

(updated July, 2014)