

# Student Initiated: RFB/RFP Planning Form

Last Modified on 10/28/2021 2:54 pm CDT

This form is used to inform the Procurement team of an upcoming Request for Bid (RFB) or a Request for Proposal (RFP)

## Start eForm Now

### Searching for a list of all eForms?

1. Navigate to <https://eform.uwec.edu>.
2. Log in using your university username and password.
3. Click the **Start New Form** tab.
4. Select the form owner's department from the drop-down menu.

### Resuming a started and saved eForm?

1. Navigate to <https://eform.uwec.edu>.
2. Log in using your university username and password.
3. Click the **My Tasks** tab to view any forms that require your input.  
*NOTE: Must have clicked Save and Close for Later.*
4. Click the **View Forms in Progress** tab to view a form's progress that you initiated.

### Need help?

- [eForm FAQs](#)
- If you need further assistance, contact the LTS Help Desk in Vikki Lord Larson 1106 at [helpdesk@uwec.edu](mailto:helpdesk@uwec.edu) or 715-836-5711.