



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada

Room 1650, 635 8th Ave. S.W.

Calgary

Alberta

T2P 3M3

Bid Fax: (403) 292-5786

REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

Proposal To: Public Works and Government Services Canada

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

Proposition aux: Travaux Publics et Services Gouvernementaux Canada

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Public Works and Government Services Canada/Travaux
publics et Services gouvernementaux Canada

Room 1650, 635 8th Ave. S.W.

Calgary

Alberta

T2P 3M3

Title - Sujet Airfield Signage	
Solicitation No. - N° de l'invitation W6895-170001/A	Date 2017-12-04
Client Reference No. - N° de référence du client W6895-170001	
GETS Reference No. - N° de référence de SEAG PW-\$CAL-142-6676	
File No. - N° de dossier CAL-7-40070 (142)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-01-15	Time Zone Fuseau horaire Mountain Standard Time MST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Blake, Luke J.	Buyer Id - Id de l'acheteur cal142
Telephone No. - N° de téléphone (403) 613-0725 ()	FAX No. - N° de FAX (403) 292-5786
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE; 4 WING CFB COLD LAKE 171 TIMBERLINE ROAD - MDC ATTN: RP Ops SUPPLY BLDG 7 COLD LAKE Alberta T9M2C6 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

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PART 1 - GENERAL INFORMATION

1.1 Statement of Requirement

The requirement is detailed under Article 6.2 of the resulting contract clauses.

1.2 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid so

1.3 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA).

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2017-04-27) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2.1.1 SACC Manual Clauses

B3000T (2006-06-16) Equivalent Products

2.2 Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 10 calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is

eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Alberta.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Canada requests that Bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (1 hard copy)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment.

3.1.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex "E" Electronic Payment Instruments, to identify which ones are accepted.

If Annex "E" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

Section III: Certifications

Bidders must submit the certifications and additional information required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

- a) Compliance with meeting all of the mandatory specification requirements, as identified under Annex "A", Statement of Requirement and Annex "B", Compliance Matrix.

4.1.2 Financial Evaluation

The total evaluated price will be determined by aggregating the firm prices in line items one (1) and two (2) listed in Basis of Payment, Annex "C".

SACC Manual Clause A0220T (2014-06-26), Evaluation of Price

4.2 Basis of Selection

4.2.1 Mandatory Technical Criteria

SACC Manual Clause A0031T (2010-08-16) Basis of Selection- Mandatory Technical Criteria

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

5.2.3 Best Delivery Date

While delivery is requested by February 15, 2017, the best delivery that could be offered is _____ *(to be inserted by bidder)*.

PART 6 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

6.2 Statement of Requirement

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

6.3.1 General Conditions

2010A (2016-04-04), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Delivery Date

All the deliverables must be received on or before _____ *(to be determined at contract award)*.

6.4.2 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "C" of the Contract.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Luke Blake
Title: Procurement Officer
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Wester Region
Address: Suite 1650 635 8th Ave SW
Calgary Alberta T2P 3M3

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Telephone: 403-613-0725
Facsimile: 403-292-5786
E-mail address: luke.blake@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

6.5.2 Project Authority

The Project Authority for the Contract is: *To be provided at contract award*

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail address: _____

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Contractor's Representative

To be filled out by bidder:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment – Firm Unit Prices

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price(s), as specified in Annex "C", Basis of Payment for a cost of

\$_____ (to be determined at contract award)_____. Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.6.2 Limitation of Price

SACC Manual clause C6000C (2017-08-17) Limitation of Price

6.6.3 Single Payment

SACC Manual Clause H1000C (2008-05-12), Single Payment

6.6.4 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

(To be determined at contract award)

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.8 Certifications and Additional Information

6.8.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Alberta.

6.10 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

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-
- (a) the Articles of Agreement;
 - (b) the general conditions 2010A (2016-04-04) General Conditions – Goods (Medium Complexity);
 - (c) Annex A, Statement of Requirement;
 - (d) Annex B, Compliance Matrix;
 - (e) Annex C, Basis of Payment and
 - (f) the Contractor's bid dated _____.

6.11 Defence Contract

SACC Manual clause A9006C (2012-07-16) Defence Contract

6.12 SACC Manual Clauses

B7500C (2006-06-16), Excess Goods
G1005C (2016-01-28), Insurance – No Specific Requirement

ANNEX "A"

STATEMENT OF REQUIREMENT

General Description:

This statement of requirement addresses the requirement to supply new Road Hold signage for future installation on the 4 Wing Cold Lake airfield. Installation will be completed by DND personnel.

Background:

In accordance with TP312 (5th edition) Aerodrome Standards and Recommend Practices, wherever an airfield road for vehicular traffic intersects with a taxiway or runway, a combination of stop sign and instruction sign is required to convey specific information to the driver. As the existing airfield signage does not conform to the current aerodrome standards with respect to location, frangibility and information conveyed, it was raised as a deficiency observation during the last airfield audit in 2016.

Specifics:

The Department of National Defense (DND) has a requirement for fifteen (15) Road Hold Signs for the 4 Wing Cold Lake airfield. The requirement for this work is to supply all the material that will be mounted above the fifteen pairs of pre-positioned screw-in anchors (see attached drawing L-C252-0201/80-SK1).

The required material for each of the fifteen signs consists of the following:

- One (1) 610mm high by 2133mm wide by 4mm thick (minimum), non-illuminated aluminum sign, with back-mounted uni-strut mounting braces, and the unobstructed front side displaying the required signage (see drawing and Annex C) in adhesive retroreflective vinyl sheeting (3M Diamond grade or equivalent). The colours of the 'STOP' and 'FOD Check' portions of the sign sheeting must be white text (3M code 4090) over red background (3M code 4092), while the 'instruction' portion of the sign must be black text over yellow background (3M code 4091). All text must be a sans-serif font.
- Eight (8), 51mm uni-strut pipe clamps (comes with mounting hardware) for attaching the sign to the legs.
- Four (4) 1500mm long by 51mm diameter aluminum sign legs, threaded at both ends for mounting flanges and included caps. The legs must be frangible at 50mm or less from the transition plate or must be supplied with equivalent frangible couplings c/w mounting hardware.
- Four (4) mounting flanges (plain finish) c/w mounting hardware to transition plates.
- One (1) 2134mm long (minimum) by 6mm thick "C channel" pre-drilled hot dipped galvanized steel transition plate (c/w mounting hardware), as shown on attached drawing to mount on the screw-in anchor top plates.

A check print of the sign legends showing colours, text size, and font must be provided to, and accepted by the DND prior to final production of the signs.

ANNEX "B"

COMPLIANCE MATRIX

COMPLIANCE MATRIX – MINIMUM MANDATORY PERFORMANCE SPECIFICATIONS

A complete list of the minimum mandatory performance specifications are detailed below in the "Compliance Matrix". Bidders are to clearly demonstrate compliance with each mandatory specification.

1. Bidders **must** show compliance by addressing each performance specification in the Compliance Matrix, whether the product offered "meets" or "doesn't meet".
2. Bidders are requested to indicate how they meet each performance specification by recording this information under the Performance Specification Offered column in the Compliance Matrix.
3. It is requested that supporting technical documentation, including but not limited to, specification sheets, technical brochures, photographs or illustrations be provided with the bid at solicitation close and be cross-referenced on the Compliance Matrix for each performance specification to outline where in the supporting technical documentation it demonstrates compliance. It is the Bidders responsibility to ensure that the submitted supporting technical documentation provides detail to prove that the proposed product(s) meet the requirements of the Performance Specification. If published supporting technical document is not available, the Bidder should prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance.
4. If the supporting documentation referenced above has not been provided at bid closing, the Contracting Authority will notify the Bidder that they must provide supporting documentation within two (2) business days following notification. Failure to comply with the request of the Contracting Authority within that time period, will deem the bid non-responsive and the bid will be given no further consideration.
5. Bidders must address any concerns with the performance specifications in written detail to the Contracting Authority before bid closing as outlined in the Request for Proposal (RFP) document.
6. Failure to meet each mandatory performance specification will result in the bid being deemed non-responsive, and be given no further consideration.

COMPLIANCE MATRIX – MINIMUM MANDATORY PERFORMANCE SPECIFICATIONS:

Requirement	Manufacturer Offered:	Model number Offered#
Airfield Signage		

Item #	Performance Specification	Status (M) Mandatory	Performance Specification Met? Indicate either Yes/No	Performance Specification Offered: Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference: In this column, Bidders should cross-reference where this performance specification is indicated in their supporting documents.
1.0	Each of the 15 signs must consist of:				
1.1	One (1) 610mm high by 2133mm wide by 4mm thick (minimum), non-illuminated aluminum sign, with back-mounted uni-strut mounting braces, and the unobstructed front side displaying the required signage (see drawing and Annex C) in adhesive retroreflective vinyl sheeting (3M Diamond grade or equivalent). The colours of the 'STOP' and 'FOD Check' portions of the sign sheeting must be white text (3M code 4090) over red background (3M code 4092), while the 'instruction' portion of the sign must be black text over yellow background (3M code 4091). All text must be a sans-serif font.	M			
1.2	Eight (8), 51mm uni-strut pipe clamps (comes with mounting hardware) for attaching the sign to the legs.	M			
1.3	Four (4) 1500mm long by 51mm diameter aluminum sign legs, threaded at both ends for mounting flanges and included caps. The legs must be frangible at 50mm or less from the transition plate or must be	M			

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	supplied with equivalent frangible couplings c/w mounting hardware.				
1.4	Four (4) mounting flanges (plain finish) c/w mounting hardware to transition plates.	M			
1.5	One (1) 2134mm long (minimum) by 6mm thick "C channel" pre-drilled hot dipped galvanized steel transition plate (c/w mounting hardware), as shown on attached drawing to mount on the screw-in anchor top plates.	M			

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ANNEX "C"

BASIS OF PAYMENT

- Prices quoted are to be **Firm**, FOB Destination including all delivery, offloading and assembly charges, in accordance with the requirements in Annex A – Statement of Requirement and Annex C – Compliance Matrix.
- Prices quoted are to remain firm for the duration of the Contract.
- Prices quoted do not include GST/HST, however, GST/HST will be added as a separate item on any invoices issued against this Contract.

Item	Description	Qty	Unit of Issue	Unit Price (\$ CDN)	Extended Price (Unit Price x Qty)
1	Airfield Signs – in accordance with Annex "A" Statement of requirement and Annex "B" Compliance Matrix.	15	each	\$ _____	\$ _____
2	Delivery Charges – including offloading, FOB destination to: WING COMMANDER 4 WING COLD LAKE 171 TIMBERLINE ROAD -MDC COLD LAKE, AB T9M 2C6 ATTN: RP Ops SUPPLY BLDG 7				\$ _____
TOTAL EVALUATED BID PRICE					\$ _____

ANNEX "D"

Text for New Road-Hold Instruction Signs



Two of these signs are required,
one on either side of Juliet taxiway.



Two of these signs are required,
one on either side of Lima taxiway.



Two of these signs are required, one
on either side of Alpha taxiway.



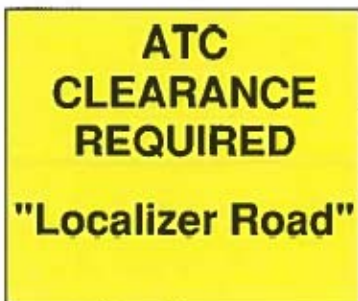
One of these signs is required where
the Service Road at PAR meets
Runway 04.



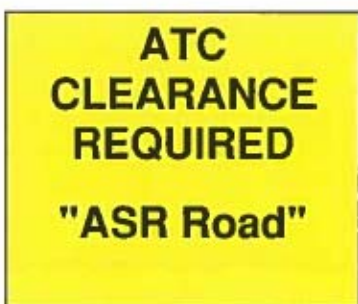
One of these signs is required where the Service Road meets Runway 04 adjacent to Mike taxiway.



One of these signs is required where the LOX road meets HH22.



One of these signs is required where the road from Gate A17 meets HH13L adjacent to the localizer.



One of these signs is required where the ASR road meets the Outer runway.



One of these signs is required at the arrestor cable pit for Runway 13R.



One of these signs is required at the arrestor cable pit for Runway 13L.



One of these signs is required at the arrestor cable pit for Runway 31R.



One of these signs is required at the arrestor cable pit for Runway 31L.

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ANNEX “E” to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts any of the following Electronic Payment Instrument(s):

- ☐ () VISA Acquisition Card;
- ☐ () MasterCard Acquisition Card;
- ☐ () Direct Deposit (Domestic and International);
- ☐ () Electronic Data Interchange (EDI);
- ☐ () Wire Transfer (International Only);