

BID NO: 2021-37

# **Submission Instructions for Suppliers**

Please follow these instructions to submit via our Public Portal.

https://ridemcts.bonfirehub.com/opportunities/47199

## 1. Prepare your submission materials:

## **Requested Information**

| Name                                   | Туре                     | # Files  | Requirement |
|--|--------------------------|----------|-------------|
| BID SHEET                              | File Type: PDF<br>(.pdf) | 1        | Required    |
| SIGNATURE SHEET                        | File Type: PDF<br>(.pdf) | 1        | Required    |
| EEO CERTIFICATE                        | File Type: PDF<br>(.pdf) | Multiple | Required    |
| ANTI-LOBBYING FORM                     | File Type: PDF<br>(.pdf) | Multiple | Required    |
| DEBARMENT                              | File Type: PDF<br>(.pdf) | Multiple | Required    |
| FALSE CLAIMS FORM                      | File Type: PDF<br>(.pdf) | Multiple | Required    |
| INDEPENDENT<br>CONTRACTOR<br>STATEMENT | File Type: PDF<br>(.pdf) | Multiple | Required    |
| WARRANTY<br>INFORMATION                | File Type: PDF<br>(.pdf) | Multiple | Required    |



| Name   | Туре  | # Files  | Requirement |
|--|---|----------|-------------|
| DO YOU AGREE WITH<br>THE TERMS AND<br>CONDITIONS?    | Data Type:<br>Yes/No  | N/A      | Required    |
| HAVE YOU READ THE<br>SPECIFICATION/SCOPE<br>OF WORK? | Data Type:<br>Yes/No  | N/A      | Required    |
| APPROVED EQUAL<br>DOCUMENTS                          | File Type: PDF<br>(.pdf)  | Multiple | Optional    |
| PRICE SHEET  | File Type: Excel<br>(.xls, .xlsx)   | Multiple | Required    |
| CUMMINS<br>DISTRIBUTOR /<br>DEALER<br>DOCUMENTATION  | File Type: PDF<br>(.pdf)  | Multiple | Required    |
| BUY AMERICA  | File Type: PDF<br>(.pdf)  | Multiple | Required    |
| ADDENDUM 1   | File Type: PDF<br>(.pdf)  | Multiple | Required    |
| CUMMINS PRICE LIST                                   | File Type: Any<br>(.csv, .pdf, .xls,<br>.xlsx, .ppt, .pptx,<br>.bmp, .gif, .jpeg,<br>.jpg, .jpe, .png,<br>.tiff, .tif, .txt, .text,<br>.rtf, .doc, .docx,<br>.dot, .dotx, .word,<br>.dwg, .dwf, .dxf,<br>.mp3, .wav, .avi,<br>.mov, .mp4,<br>.mpeg, .wmv, .zip) | Multiple | Required    |

**Commodity Codes** 



| Commodity Set | Commodity Code | Title          | Description |
|---------------|----------------|----------------|-------------|
| UNSPSC        | 26101504       | Diesel engines |             |

#### **Requested Documents:**

Please note the type and number of files allowed. The maximum upload file size is 1000 MB.

Please do not embed any documents within your uploaded files, as they will not be accessible or evaluated.

#### **Requested Data:**

Please note that text fields have a limit of 2000 characters. We recommend you prepare your responses in advance to ensure they fit within the length restrictions. Learn more about Requested Data at the Bonfire Help Center.

### 2. Upload your submission at:

#### https://ridemcts.bonfirehub.com/opportunities/47199

The Q&A period for this opportunity starts Sep 28, 2021 12:00 PM CDT. The Q&A period for this opportunity ends Oct 12, 2021 2:00 PM CDT. You will not be able to send messages after this time.

Your submission must be uploaded, submitted, and finalized prior to the Closing Time of Oct 26, 2021 2:00 PM CDT. We strongly recommend that you give yourself sufficient time and at least ONE (1) day before Closing Time to begin the uploading process and to finalize your submission.

#### **Important Notes:**

Each item of Requested Information will only be visible after the Closing Time.



Uploading large documents may take significant time, depending on the size of the file(s) and your Internet connection speed.

You will receive an email confirmation receipt with a unique confirmation number once you finalize your submission.

Minimum system requirements: Internet Explorer 11, Microsoft Edge, Google Chrome, or Mozilla Firefox. Javascript must be enabled. Browser cookies must be enabled.

#### **Need Help?**

Milwaukee County Transit System uses a Bonfire portal for accepting and evaluating proposals digitally. Please contact Bonfire at Support@GoBonfire.com for technical questions related to your submission. You can also visit their help forum at https://bonfirehub.zendesk.com/hc