



Mail to:
 Nebraska Department of Roads
 Contracts Section
 P.O. Box 94759
 Lincoln, NE 68509-4759

**NDOR Authorization
 to Submit Internet Bids Using BidExpress**

The Nebraska Department of Roads (NDOR) has developed procedures for contractors to submit bids over the internet for work being bid through NDOR. These procedures are in compliance with the Rules and Regulations.

By signing this request, the bidder agrees:

- The bidder will not submit an electronic bid unless they have been approved as a valid bidder for that proposal form. Any bid received from a bidder who was not issued a proposal form will be invalid.
- The bidder will submit a bid bond, as required, in the proposal form prior to the deadline for bid submittal.
- The bidder understands that without a valid bid bond that NDOR will not read the submitted bid.
- The bidder will prepare and submit their bid with the AASHTO Trns•Port software version of Expedite that NDOR is currently using.
- The bidder understands the bids will be electronically submitted to Info Tech., Inc. of Gainesville, Florida, as an independent depository for the electronic bid submission, and that NDOR will not have access to these bids until after the deadline for bid submittal.
- The bidder will secure a BidExpress account from Info Tech, Inc. to access **www.bidx.com** and submit their bids.
- The bidder understands that the bid must be signed by an officer authorized to sign bids as stated on the "Corporation Information Sheet" (Page 20) or the "Appointee and Signature Authorization" sheet (Page 21) of the Contractor's Statement of Experience and Financial Condition.
- The bidder will obtain and ensure the confidentiality of a separate "private key" for each individual who will be authorized to submit an electronic bid.
- The bidder agrees that the submission of a digitally signed electronic bid constitutes the signature on the electronic bid.
- The bidder agrees that the submission of a digitally signed electronic bid also certifies acceptance of the bidder's acknowledgements and certifications that are covered by the signing of the bid signature page.
- The bidder agrees that the end of the transmission of the electronic bid from the contractor to Info Tech, Inc. will be considered as the time the electronic bid was submitted.
- The bidder agrees that a paper bid submitted would be considered the Contractor's bid in case the Contractor submits both a paper bid and an electronic bid.

Vendor No. _____ Company Name: _____

 Name of Person Authorized to Sign: (Please Print)

Signature of Person Authorized to Sign

Acknowledged to before me this _____ day of _____, 20____.

SEAL

 Notary Public

My commission expires _____