**

**BUREAU OF FISCAL SERVICES**

**Procurement Unit**

# July 28, 2021 Invitation for Bids (IFB) 21-200 Storage and Auction Services Response to Bidder Questions

To All Potential Bidders:

Attached are the Department’s Responses to Bidder Questions received for the above referenced IFB.

| **#** | **IFB Section** | **IFB Page #** | **Question** | **Answer** |
| --- | --- | --- | --- | --- |
| 1 |  |  | Must one have a commercial storage facility for this bid or can it be stored on private property? | Per Requirement 4.1 of the IFB the storage facility must be: a secured lot which will fit a minimum of 10 DTF seized assets, the lot must have a security fence of at least 6 feet with no gaps/openings to allow entry, and the owner whether private/commercial must meet the insurance requirements as described in the IFB should any assets be damaged/stolen while at the facility in question. |
| 2 |  |  | Hello, I'm interested in this. How do i submit a bid, can i see past bids or contracts from other firms? | For more information on submitting your proposal, please see IFB section 1.2 starting on Page 2 of this IFB.  Requesting any historical information must be done through the process established through Freedom of Information Law. If you would like to pursue this information, please refer to <https://www.tax.ny.gov/help/contact/foil.htm> for guidance on how to submit a FOIL request to the Department. |
| 3 |  |  | Does the Department maintain and/or distribute historical data as to storage fees paid for seized assets? Please advise. | As the Department has a statutory obligation to maintain records for a certain time frame, historical information may be available depending on the actual request. However, there are multiple contracts for these services, based on geographical location throughout the State. Each contract has its own pricing terms. Accordingly, the Department is not clear on which region the bidder is looking for information on. The bidder is welcome to submit a request with detailed information on what information it is seeking through the Freedom of Information Law (FOIL) process which can be found here: <https://www.tax.ny.gov/help/contact/foil.htm>. |
| 4 | 4.1 Secure Facility | 8 | What is the minimum and maximum square foot required for the warehouse and parking lot? | Per Requirement 4.1: The Bidder must own or lease for the term of the contract, a secure storage facility for a minimum of 10 DTF-seized assets.   Please note that Section 1.1 of this IFB gives examples of Department seized assets (e.g passenger vehicles, trucks, vans, trailers, boats, RV’s). |
| 5 | 7.6.1. Electronic Payment | 16 | How many days after we send the invoice will the Department pay the invoice? | Payments will be made in accordance with Section 7.6 of this IFB and Article XI-A of State Finance Law. |