



*Maryland*  
STATE  
TREASURER  
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**Nancy K. Kopp**  
State Treasurer

**Bernadette T. Benik**  
Chief Deputy Treasurer

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March 20, 2017

Dear Prospective Bidder:

Enclosed is an Invitation for Bids (Small Procurement) for Arbitrage Rebate Compliance Services for the Maryland Water Quality Financing Administration for your review. We invite you to consider submitting a bid in response.

If your firm should decide not to submit a bid, we would appreciate your taking a few moments to complete the Notice to Vendors/Contractors form to assist us to improve the quality of State solicitations.

Thank you for your time in reviewing this solicitation and we look forward to hearing from you. If you have any questions, please call me at (410)260-7903.

Sincerely,

*Anne Jewell*  
Procurement Officer

Enclosure

# STATE OF MARYLAND

## NOTICE TO VENDORS/CONTRACTORS

In order to help us improve the quality of State bid/proposal and solicitations, and to make our procurement process more responsive and business friendly, we ask that you take a few minutes to provide comments and suggestions regarding the enclosed solicitation. Please return your comments with your bids. If you have chosen not to bid on this contract, please fax this completed form to: 410-974-3530 to the attention of Anne Jewell, or email to: procurement@treasurer.state.md.us.

**Title: Invitation for Bids (Small Procurement) for Arbitrage Rebate Compliance Services for the Maryland Water Quality Financing Administration, IFB #ARCS-03202017**

1. If you have responded with a "no bid", please indicate the reason(s) below:

- Other commitments preclude our participation at this time.
- The subject of the solicitation is not something we ordinarily provide.
- We are inexperienced in the work/commodities required.
- Specifications are unclear, too restrictive, etc. (Explain in REMARKS section.)
- The scope of work is beyond our present capacity.
- Doing business with Maryland government is simply too complicated.  
(Explain in REMARKS section.)
- We cannot be competitive. (Explain in REMARKS section.)
- Time allotted for completion of the bid/proposals is insufficient.
- Start-up time is insufficient.
- Bid/Proposals requirements (other than specifications) are unreasonable or too risky.  
(Explain in REMARKS section.)
- Prior State of Maryland contract experience was unprofitable or otherwise unsatisfactory.  
(Explain in REMARKS section.)
- Payment schedule too slow.
- Other: \_\_\_\_\_

2. If you have submitted a bid or proposal, but wish to offer suggestions or express concerns, please use the REMARKS section below. (Use reverse or attach additional pages as needed.)

REMARKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Vendor Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_