

Los Angeles Office

**MARKET SURVEY NOTICE FOR TEMPORARY STAFF AND
PAYROLL SERVICES, FOR THE PERIOD 2021/2022**

CIG: 8606277C71

FREQUENTLY ASKED QUESTIONS

**Question n. 1: Is a deposit required if we are selected as the service provider agency?
If so, can you please provide us with the amount?**

Answer: We confirm that a 10% deposit will be required of the total contract value:
\$200,000.00.

**Question n. 2: What documents are expected to be completed? Are there formats to
download from some link and be able to just fill out or do you bid with free structure?**

Answer: In the notice is clearly stated, in the section "Presentation of Application", that it is
required to send, within the deadline of February 6 at 12:00pm PST, via email, the notice of
interest (you can do it on your letterhead and signed by the legal representative) to
participate in the tender along with Annex "A" (published on the website) completed, dated
and signed. It is also required to register, within the same deadline, to the vendor register
of the ICE Agency in Los Angeles.

Question n. 3: Do the documents have to be notarized?

Yes, there will be documents to notarize; more details will be indicated in the letter of
invitation.

