



Appendix B-1

Detailed Instructions
For
Bidder Registration

For

2011 Western Region
Request For Proposals
For
Long-Term Supply-Side Resources

DRAFT

Entergy Services, Inc.
September 30, 2011

The statements contained in this RFP are made subject to the Reservation of Rights set forth in Appendix D of this RFP and the terms and acknowledgements set forth in the Proposal Submission Agreement.

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APPENDIX B-1
DETAILED INSTRUCTIONS FOR BIDDER REGISTRATION

1. BACKGROUND

1.1 OBJECTIVES

This Appendix B-1 contains detailed instructions to Bidders for responding to this RFP. Prior to developing their proposals, Bidders are requested to carefully read the RFP, including the instructions in this Appendix B-1, in its entirety.

ESI's principal objectives in designing the procedures that its employees and agents will follow in conducting the RFP process are to preserve, to the maximum extent practicable, the confidentiality of any commercially sensitive proposal information, including, but not limited to, Bidder identity, proposal pricing, and any other confidential terms and conditions, and to help ensure that all proposals are treated in a consistent fashion and that no undue preference is provided to any Bidder.

To support these objectives, ESI will use an automated RFP Web Portal ("RFP Web Portal") for the Bidder Registration Process. Subject to the other terms hereof, each Bidder must electronically complete the Bidder Registration Process ("Bidder Registration") via the RFP Web Portal and submit the required Proposal Submittal Fees by the specified deadline in order to be eligible to submit proposals in response to this RFP. The RFP Web Portal is designed explicitly for the purposes of enabling the electronic submission of proposal information by Bidders in a way that allows ESI to track and evaluate information tied to a proposal.

The Bidder Registration Process will prevent Bidders from submitting any registration information through the RFP Web Portal that is substantially incomplete. Only Bidders registered in accordance with this RFP will be permitted to submit proposals.

1.2 RFP Hotline

ESI will have a dedicated phone line ("RFP Hotline") available throughout the Bidder Registration Period (and the Proposal Submission Period) from 8:00 a.m. to 5:00 p.m. CPT. The purpose of the RFP Hotline is to assist Bidders only with respect to technical questions regarding the Bidder Registration Process (and, as provided in Appendix B-2, the Proposal Submission Process). The number for the RFP Hotline is 281-297-3758.

2. BIDDER REGISTRATION

In order to be eligible to participate in the solicitation process, each Bidder must complete Bidder Registration, which is how a Bidder will register the entity submitting its proposal(s), the generation resource(s), and each of the proposals it intends to submit in response

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to this RFP. Bidder Registration will begin at 8:00 a.m. CPT on the date specified in the applicable RFP schedule and end at 5:00 p.m. CPT on the date specified in the applicable RFP schedule (the “Bidder Registration Period”). (The Bidder Registration Period in the current, representative schedule begins on February 6, 2012 and ends on February 9, 2012.) In order to continue to Proposal Submission, Bidder must have completed all steps of Bidder Registration by 5:00 p.m. CPT on the last day of the Bidder Registration Period and paid all Proposal Submittal Fees due and owing by 5:00 p.m. CPT on the date specified in Section 2.4 below. Bidders will be unable to submit proposals that were not properly registered during the Bidder Registration Period or for which Proposal Submittal Fees were not paid in accordance with Section 2.4 below.

2.1. Bidder Registration Process

The basic framework for Bidder Registration can be found in the Web Portal Overview (“Portal Overview”), a document that will be available on the Western RFP Website prior to Bidder Registration. Each Bidder is advised to read and understand the Portal Overview, which provides a step-by-step process that Bidders must follow to submit basic identifying information in order to register for access and utilization of the RFP Web Portal, as well as to register all resources and associated product packages for which proposals will be submitted.

As part of the Bidder Registration process, Bidders will also be required to submit, by delivery to the RFP Administrator by 5:00 p.m. CPT on the last day of the Bidder Registration Period, a Bidder Registration signature page executed by an officer or other representative of Bidder who is duly authorized to sign and deliver the Bidder Registration signature page on Bidder’s behalf. The Bidder Registration signature page may not be submitted to ESI through the RFP Web Portal. Bidder Registration signature pages must be delivered to the RFP Administrator via courier, telefacsimile, or electronic mail (as a .pdf attachment). If delivery is made by telefacsimile or electronic mail, Bidder must subsequently deliver to the RFP Administrator an original of the duly executed Bidder Registration signature page by 5:00 p.m. CPT within three (3) business days after the last day of the Bidder Registration Period.

2.2. Bidder ID, Proposal ID(s) and Resource ID(s)

During the Bidder Registration Process, Bidders will receive a unique Bidder ID. In addition, each registered resource and proposal will receive its own Resource ID and Proposal ID, respectively. The use of Bidder IDs, Resource IDs and Proposal IDs is part of ESI’s attempt to ensure that appropriate protections are in place to minimize the dissemination of information that explicitly identifies Bidders to members of the Evaluation Teams who do not need to know such information. As described further in Appendix G, while no process can ensure that the Bidders’ identity remains completely anonymous, the intention is to provide the maximum reasonably practicable level of assurance of anonymity in order to maintain a fair and consistent evaluation process.

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2.3. Completion of Bidder Registration

Bidders are strongly encouraged to submit Bidder Registration information via the RFP Web Portal well in advance of the final registration deadline. Bidder will have the ability to modify proposals and/or register additional resources or proposals until the expiration of the Bidder Registration Period.

Each Bidder must complete Bidder Registration by 5:00 p.m. CPT on the last day of the Bidder Registration Period. **Bidders will bear the risk of failing to submit the requisite registration information via the RFP Web Portal by the specified deadline, including the Signature Page. Bidders who attempt to submit their registration information within two (2) hours of the specified deadline run a substantial risk of having insufficient time before the deadline to correct and resubmit the required registration information in the event of a submission error or a technical malfunction. No Bidder will be provided access to the RFP Web Portal outside of the Bidder Registration Period, and ESI is under no obligation to Bidders to re-open the Bidder Registration Process after the Bidder Registration Period closes.**

2.4. Proposal Submittal Fees

Consistent with previous RFPs, ESI will require all Bidders to pay a Proposal Submittal Fee for each registered proposal in the amount of \$5,000.00. Proposals that are “linked” (see Section 2.2 in the Main Body) will not be charged separate fees. Proposals that are alternatives to each other will be considered separate proposals and must be registered as such. Within three (3) Business Days after the last day of the Bidder Registration Period, ESI will invoice Bidder the total amount of Proposal Fee(s) due, by Proposal ID, in the amount of \$5,000.00 for each registered proposal.

Bidder will be required to remit wire payment(s) of the required Proposal Submittal Fee(s) for each registered proposal by no later than 5:00 p.m. CPT on the date specified in the applicable RFP schedule (in the representative schedule, February 22, 2012). **Failure to submit the Proposal Submittal Fee for a proposal by this deadline will cause the registered proposal to be rejected as non-conforming and Bidder to be unable to commence the Proposal Submission Process for such registered proposal.**

Proposal Submittal Fees will be refunded to Bidders only under the following circumstances:

1. Bidder registers a proposal and pays the Proposal Submittal Fee but does not complete Proposal Submission for that registered proposal; or
2. Bidder registers a proposal, properly completes Proposal Submission, but subsequently withdraws the proposal prior to the Required Proposal Submission Time.

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3. ESI cancels or terminates this RFP prior to the selection of proposals for the Primary Selection List or the Secondary Selection List.

No refund of a Proposal Submittal Fee will be made, in whole or in part, with respect to a proposal if the proposal is eliminated from consideration for any reason other than the reasons set forth in (1) through (3) above, including, without limitation, if no proposals are selected for either the Primary Selection List or the Secondary Selection List after ESI has completed its evaluation of proposals.

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