

**GOVERNMENT OF THE UNITED STATES VIRGIN ISLANDS**  
 DEPARTMENT OF PROPERTY AND PROCUREMENT  
 Building #1 Sub Base  
 St. Thomas, U. S. Virgin Islands 00802

**BIDDER'S MAILING LIST APPLICATION**

**Instructions:** Fill in all spaces. All answers should be typed or printed.

**NAME OF BIDDER:** \_\_\_\_\_

*Last Name*

*First Name*

*Middle Initial*

**TELEPHONE:** \_\_\_\_\_

**CELL PHONE:** \_\_\_\_\_

**BUSINESS ADDRESS:** \_\_\_\_\_

*Street Address*

*Building / Unit #*

*City*

*State*

*Zip Code*

**DATE OF LAST FINANCIAL STATEMENT:** \_\_\_\_\_

**ASSETS:** \_\_\_\_\_

**LIABILITIES:** \_\_\_\_\_

**NET CAPITAL:** \_\_\_\_\_

**SELECT ONE OF THE FOLLOWING:**

Individual

Society

Corporation

Partnership

**DATE INCORPORATED:** \_\_\_\_\_

**PLACE INCORPORATED:** \_\_\_\_\_

**NAME OF PRINCIPALS**

**TITLE OF PRINCIPALS**

	NAME OF PRINCIPALS	TITLE OF PRINCIPALS
1.	_____	_____
2.	_____	_____
3.	_____	_____

**COMMERCIAL AND BANK REFERENCE**

1. \_\_\_\_\_  
*Name* *Mailing Address* *Zip Code*
2. \_\_\_\_\_  
*Name* *Mailing Address* *Zip Code*
3. \_\_\_\_\_  
*Name* *Mailing Address* *Zip Code*

**NAMES OF PERSONS AUTHORIZED TO SIGN BIDS, OFFER, ETC.**

**TITLE**

	NAMES OF PERSONS AUTHORIZED TO SIGN BIDS, OFFER, ETC.	TITLE
1.	_____	_____
2.	_____	_____
3.	_____	_____

**LIST OF ARTICLES / SERVICES YOU ARE INTERESTED IN SUPPLYING TO THE GOVERNMENT**

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**AUTHORIZED SIGNATURE**

**TITLE**

**DATE OF APPLICATION**

**NOTICIE TO PROSPECTIVE BIDDER:** All information herein will be verified by the undersigned:

\_\_\_\_\_  
*Witness*

\_\_\_\_\_  
*Commissioner of Department of Property and Procurement*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Witness*

After placement on the bidder's mailing list, a supplier's failure to respond (submission of bid, or notice in writing that you are unable to bid on that particular transaction but wish to remain on the active bidder's mailing list for that item) to Invitations for Bids will be understood to indicate lack of interest and concurrence in the removal of the supplier's name from bidder's mailing list for the items concerned.