

Attachment 3

Default Service Long-Term Block Supply RFP Bid Proposal Submission Guide

**Bid Proposal Submission Window: 10:00 a.m. – 12:00 p.m. (noon) EPT on
October 28, 2025**

1. Contact Us

If you encounter difficulties in submitting your Bid Proposals online, please contact us:

PPL Electric RFP Team
PPL-Procurement@NERA.com

2. Introduction

The PPL Electric Utilities Corporation's RFP Manager Team ("PPL Electric RFP Team") will notify RFP Bidders whether they are Qualified Bidders for the October 2025 solicitation on or prior to October 20, 2025. Only Qualified Bidders may submit Bid Proposals.

Qualified Bidders submit their Bid Proposals online in the following manner:

- The Qualified Bidder fills out the Bid Proposal Spreadsheet.
- The Qualified Bidder logs into the secure file transfer system and uploads its Bid Proposal Spreadsheet.
- The PPL Electric RFP Team may confirm receipt of your Bid Proposal Spreadsheet by phone, on a best efforts basis, and ask you to verbally confirm a portion of your Bid information provided in your Bid Proposal Spreadsheet.

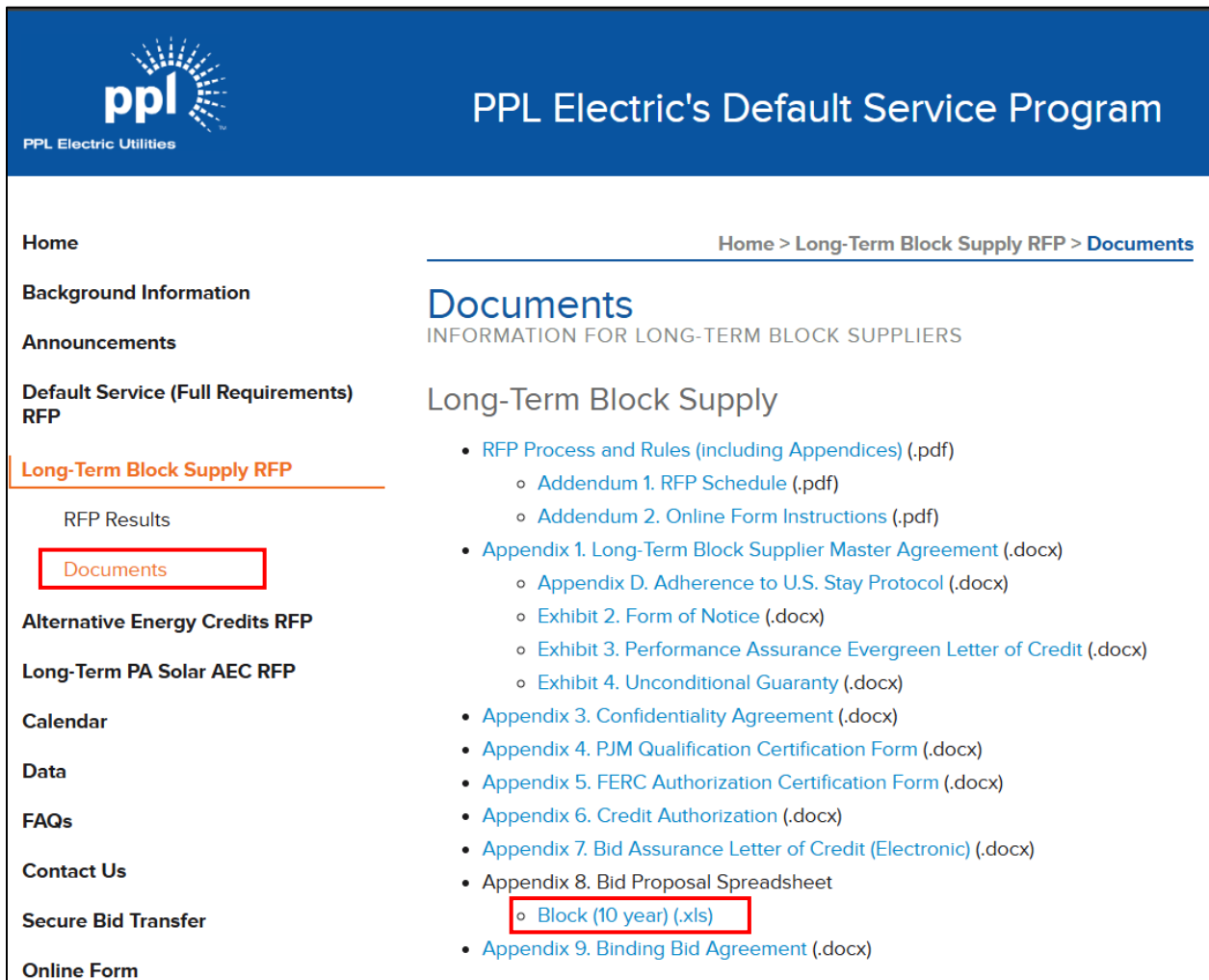
Each of these steps is outlined below. Tips and recommendations on how to avoid errors are provided in Section 4.

3. Steps in completing and submitting the Bid Proposal Spreadsheet

Step 1: Download the Bid Proposal Spreadsheet

The Bid Proposal Spreadsheet is available under the “[Documents](#)” page of the “Long-Term Block Supply RFP” section on the RFP website.

There is a Bid Proposal Spreadsheet specific to the Long-Term Block Supply RFP. You must download the Bid Proposal Spreadsheet for the Long-Term Block Supply RFP.



The screenshot shows the website interface for PPL Electric's Default Service Program. The left sidebar contains a navigation menu with the following items: Home, Background Information, Announcements, Default Service (Full Requirements) RFP, Long-Term Block Supply RFP (highlighted with an orange bar), RFP Results, Documents (highlighted with a red box), Alternative Energy Credits RFP, Long-Term PA Solar AEC RFP, Calendar, Data, FAQs, Contact Us, Secure Bid Transfer, and Online Form. The main content area is titled 'Documents' and 'INFORMATION FOR LONG-TERM BLOCK SUPPLIERS'. It features a sub-header 'Long-Term Block Supply' and a list of documents. The document 'Appendix 8. Bid Proposal Spreadsheet' is listed, with a sub-link 'Block (10 year) (.xls)' highlighted by a red box. The breadcrumb trail at the top right reads 'Home > Long-Term Block Supply RFP > Documents'.

Step 2: Fill Out a Bid Proposal Spreadsheet

- Open the Bid Proposal Spreadsheet and confirm that it is for the Long-Term Block Product.

Example of the Long-Term Block Product Bid Proposal Spreadsheet:

<p>PPL Electric Utilities Corporation Default Service Long-Term Block Supply RFP Process and Rules</p> <p>APPENDIX 8 Bid Proposal Spreadsheet - Long-Term Block Supply</p> <p>October 2025 Solicitation Long-Term Block Supply Bid Proposal Due Date: Tuesday, October 28, 2025 Bid Proposal Submission Window: 10:00 a.m. - 12:00 p.m. EPT</p> <p>Residential 10-Year Delivery Period: June 1, 2026 - May 31, 2036</p>

- Fill in your Bidder Information:
 - The Company Name should be the full legal name of the party executing the Default Service Long-Term Block SMA.
 - The Contact Name should be the name of a person with whom receipt can be confirmed.
 - The PPL Electric RFP Team will confirm receipt (on a best efforts basis) using the contact name and phone number provided.

Bidder Information:		Enter your Bidder Information here
Company Name	Electric Co.	* Required Field
Contact Name	Jane Doe	* Required Field
Phone Number	(555) 555-5555	* Required Field

- Enter your bids:
 - Fill in a price for 1 Total Tranche Supplied.
 - For additional Total Tranches Supplied, fill in a price or enter an “X”.
 - If you have filled in an “X” for a given number of Total Tranches Supplied, you MUST put an “X” for all subsequent (larger) numbers of Total Tranches Supplied.
 - For every number of Total Tranches Supplied you MUST put either a price or an “X”.
 - **All price quotes are limited to two (2) decimal places.**
- Confirm that your Bid Proposal Spreadsheet is complete. The indicator at the bottom of the page will say “Complete”. Any incomplete Bid Proposal Spreadsheet submitted will be deemed a non-conforming proposal and will be eliminated from consideration.

Example of the Long-Term Block Product Bid Proposal Spreadsheet:

Bid Information:				
Bids	Total Tranches Supplied	Bid Assurance Collateral Amount	Price (US\$/MWh)	
	1	\$1,000,000	75.00	* Required Field
	2	\$2,000,000	75.00	* Required Field
	3	\$3,000,000	X	* Required Field
Complete/Incomplete:		COMPLETE		

Note: In the original image, a red arrow points from the text "All cells shaded gray must be completed." to the gray-shaded cells in the table above.

- Save your Bid Proposal Spreadsheet somewhere easily accessible, as the PPL Electric RFP Team may need you to confirm your bids.

Step 3: Submit Your Bid Proposal Spreadsheet(s) Online

The Bid Proposal Spreadsheet must be submitted to the PPL Electric RFP Team by secure file transfer during the Bid Proposal Submission Window as follows:

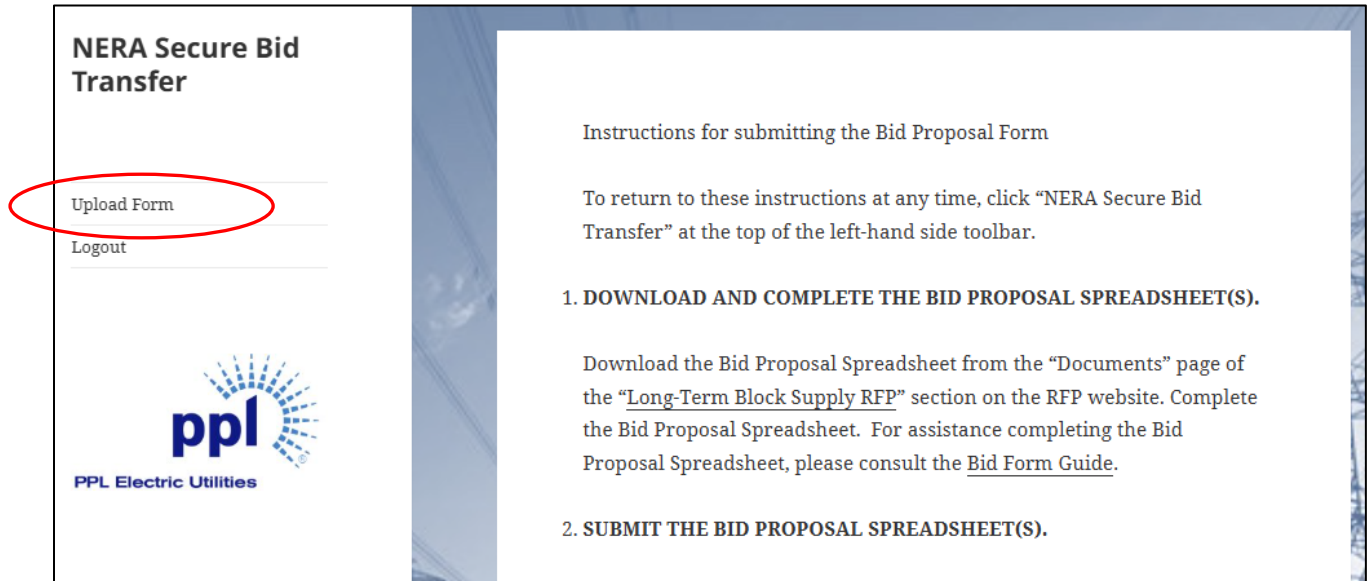
Tuesday, October 28, 2025: 10:00 a.m. – 12:00 p.m. (noon) EPT

To use the secure file transfer system:

- Go to <https://securebidtransfer.com/>
- Enter the username and password supplied to you by the PPL Electric RFP Team in the Notification of Qualification. Note that the password is case-sensitive.

The image shows a screenshot of the NERA login interface. At the top center is the NERA logo with the text "NERA ECONOMIC CONSULTING". Below the logo is a white login form with a light gray border. The form has two input fields: "Username or Email Address" containing the text "Bidder1" and "Password" with a masked password of ten dots. Below the password field are two checkboxes: "Remember Me" and "Log In" (a blue button). Two red callout boxes are present. One callout box points to the "Username or Email Address" field and contains the text: "Enter the username provided in your Notification of Qualification. This guide uses the username 'Bidder1'". The other callout box points to the "Password" field and contains the text: "NOTE: Password is case-sensitive".


- Click “Upload Form” on the sidebar.



NERA Secure Bid Transfer

Upload Form

Logout


PPL Electric Utilities

Instructions for submitting the Bid Proposal Form

To return to these instructions at any time, click “NERA Secure Bid Transfer” at the top of the left-hand side toolbar.

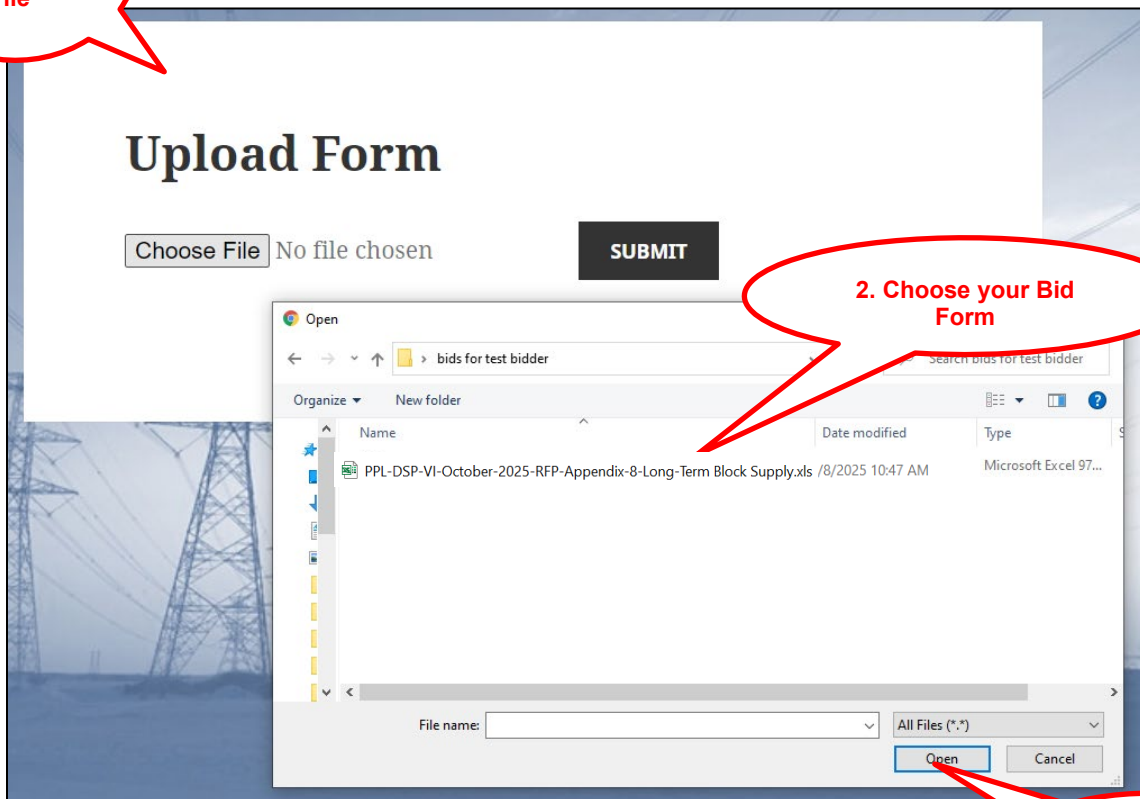
- 1. DOWNLOAD AND COMPLETE THE BID PROPOSAL SPREADSHEET(S).**

Download the Bid Proposal Spreadsheet from the “Documents” page of the “[Long-Term Block Supply RFP](#)” section on the RFP website. Complete the Bid Proposal Spreadsheet. For assistance completing the Bid Proposal Spreadsheet, please consult the [Bid Form Guide](#).

- 2. SUBMIT THE BID PROPOSAL SPREADSHEET(S).**

- To upload the file:
 1. Click on “Browse” or “Choose File” to access the file upload window.
 2. Navigate to the folder where you saved the Bid Proposal Spreadsheet. Click on the Bid Proposal Spreadsheet.
 3. Click “Open” in the dialog box.

**1. Click
“Browse” or
“Choose
File”**



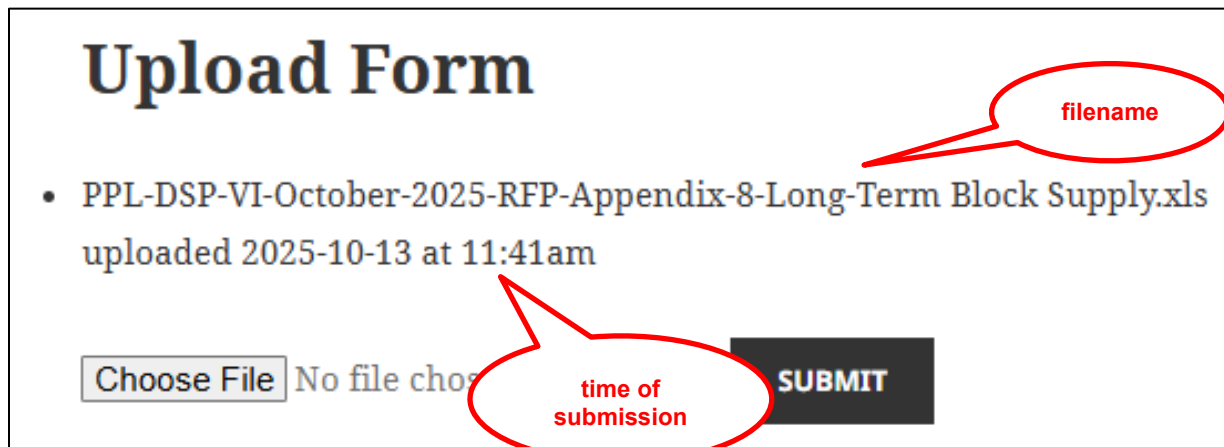
**2. Choose your Bid
Form**

**3. Click
“Open”**

- Once the file has uploaded successfully, the filename will be visible. Ensure this is the file you intend to use and then click “Submit.”



- After submission, the filename will appear in the upload window with the time of submission to the right of the filename.



Step 4: Receipt of Confirmation

- Bidders are encouraged to email PPL-Procurement@NERA.com to ask for confirmation of receipt of the Bid Proposal Spreadsheet.
- The PPL Electric RFP Team will download your Bid Proposal Spreadsheet.
- The PPL Electric RFP Team may confirm receipt of your Bid Proposal Spreadsheet by phone, on a best efforts basis, and ask you to verbally confirm a portion of your Bid information provided in your Bid Proposal Spreadsheet.

Example 2: Not Entering a Price or an “X” in Every Cell under Bid Information

- If you only wish to supply 2 tranches, you MUST enter an “X” in the Price column for all greater numbers of Total Tranches Supplied.

Bidder Information:															
Company Name	Electric Co. * Required Field														
Contact Name	Jane Doe * Required Field														
Phone Number	(555) 555-5555 * Required Field														
Tranche Information:															
Total Available Tranches	3														
Tranche Size	50MW														
Bid Information:															
	<table border="1"> <thead> <tr> <th></th> <th>Total Tranches Supplied</th> <th>Bid Assurance Collateral Amount</th> <th>Price (US\$/MWh)</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Bids</td> <td>1</td> <td>\$1,000,000</td> <td>75.00 * Required Field</td> </tr> <tr> <td>2</td> <td>\$2,000,000</td> <td>75.00 * Required Field</td> </tr> <tr> <td>3</td> <td>\$3,000,000</td> <td>* Required Field</td> </tr> </tbody> </table>		Total Tranches Supplied	Bid Assurance Collateral Amount	Price (US\$/MWh)	Bids	1	\$1,000,000	75.00 * Required Field	2	\$2,000,000	75.00 * Required Field	3	\$3,000,000	* Required Field
	Total Tranches Supplied	Bid Assurance Collateral Amount	Price (US\$/MWh)												
Bids	1	\$1,000,000	75.00 * Required Field												
	2	\$2,000,000	75.00 * Required Field												
	3	\$3,000,000	* Required Field												
Complete/Incomplete:	INCOMPLETE ← Bid Proposal Spreadsheet Incomplete														

You must enter a price or “X” for all Total Tranches Supplied

Example 3: Not Providing a Price for All Smaller Numbers of Total Tranches Supplied

- If you wish to supply, for example, 3 tranches, you must also enter a price for 1 – 2 Total Tranches Supplied.
- If you wish to supply multiple Total Tranches Supplied at the same price, you must enter the price for each number of Total Tranches Supplied you wish to supply at that price.

Bidder Information:															
Company Name	Electric Co. * Required Field														
Contact Name	Jane Doe * Required Field														
Phone Number	(555) 555-5555 * Required Field														
Tranche Information:															
Total Available Tranches	3														
Tranche Size	50MW														
Bid Information:															
	You must enter a price for all Total Tranches Supplied														
	<table border="1"> <thead> <tr> <th></th> <th>Total Tranches Supplied</th> <th>Bid Assurance Collateral Amount</th> <th>Price (US\$/MWh)</th> </tr> </thead> <tbody> <tr> <td rowspan="3" style="writing-mode: vertical-rl; transform: rotate(180deg);">Bids</td> <td>1</td> <td>\$1,000,000</td> <td>* Required Field</td> </tr> <tr> <td>2</td> <td>\$2,000,000</td> <td>* Required Field</td> </tr> <tr> <td>3</td> <td>\$3,000,000</td> <td>75.00 * Required Field</td> </tr> </tbody> </table>		Total Tranches Supplied	Bid Assurance Collateral Amount	Price (US\$/MWh)	Bids	1	\$1,000,000	* Required Field	2	\$2,000,000	* Required Field	3	\$3,000,000	75.00 * Required Field
	Total Tranches Supplied	Bid Assurance Collateral Amount	Price (US\$/MWh)												
Bids	1	\$1,000,000	* Required Field												
	2	\$2,000,000	* Required Field												
	3	\$3,000,000	75.00 * Required Field												
Complete/Incomplete:	<div style="border: 2px solid red; padding: 5px; display: inline-block;">INCOMPLETE</div> ← Bid Proposal Spreadsheet Incomplete														

Example 4: Entering a Price After Entering an “X”

- You cannot enter an “X” for a number of Total Tranches Supplied and then enter a price for a greater number of Total Tranches Supplied.
- If you enter a price for a number of Total Tranches Supplied, you must enter a price for all smaller numbers of Total Tranches Supplied.

Bidder Information:		Electric Co.		* Required Field
Company Name		Jane Doe		* Required Field
Contact Name		(555) 555-5555		* Required Field
Phone Number				
Tranche Information:				
Total Available Tranches		3		
Tranche Size		50 MW		
Bid Information:				
		Total Tranches Supplied	Bid Assurance Collateral Amount	Price (US\$/MWh)
Bids		1	\$1,000,000	X
		2	\$2,000,000	75.00
		3	\$3,000,000	75.00
				* Required Field
				* Required Field
				* Required Field
Complete/Incomplete:		INCOMPLETE		← Bid Proposal Spreadsheet Incomplete

You must enter a price for 1 Total Tranche Supplied

Example 5: Multiple Errors

- You must enter a price or an “X” for all cells in the Price column.
- You cannot enter an “X” for a number of Total Tranches Supplied and then enter a price offer for a greater number of Total Tranches Supplied.
- If you wish to make a price offer for 2 tranches, you must also enter a price offer for all smaller numbers of Total Tranches Supplied (1, 2, and 3) and must enter an “X” for 3 Total Tranches Supplied.

Bidder Information:

Company Name	Electric Co.	* Required Field
Contact Name	Jane Doe	* Required Field
Phone Number	(555) 555-5555	* Required Field

Price ×

Please enter a price with at most two decimal places. If you choose not to bid on a particular tranche, then you must enter an "X" for that and all subsequent tranches.

Bid Information:

	Total Tranches Supplied	Bid Assurance Collateral Amount	Price (US\$/MWh)	
Bids	1	\$1,000,000	X	* Required Field
	2	\$2,000,000	75.00	* Required Field
	3	\$3,000,000	X	* Required Field

You cannot enter a price after entering an “X”
You must enter a price or an “X” for all Total Tranches

Complete/Incomplete: INCOMPLETE ← Bid Proposal Spreadsheet Incomplete