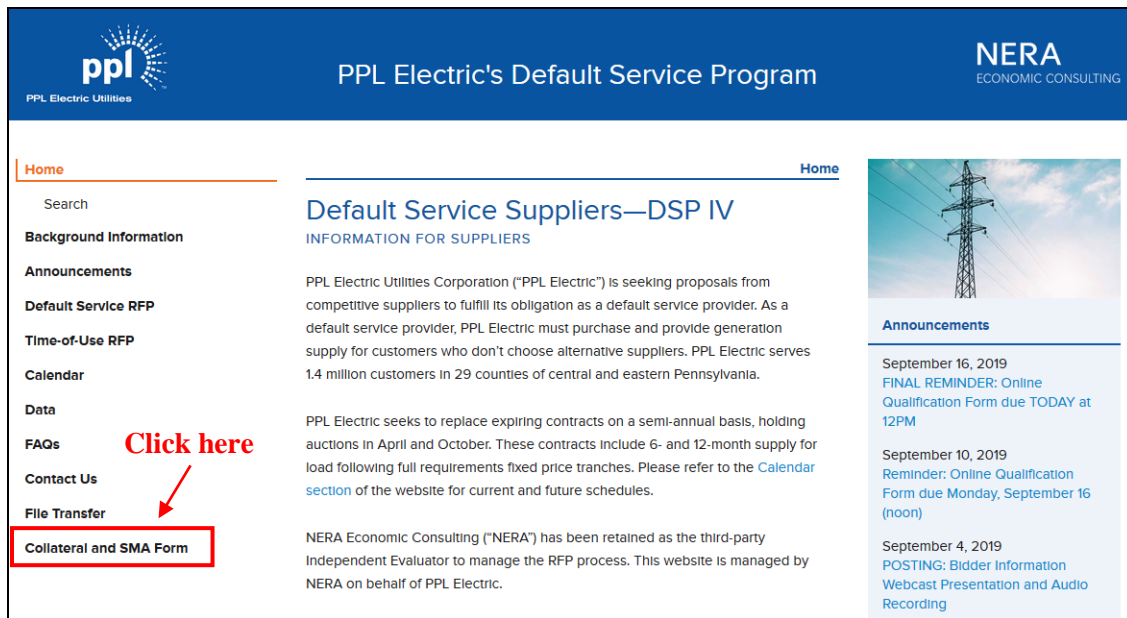


Default Service RFP Instructions for Completing Online Collateral and SMA Form

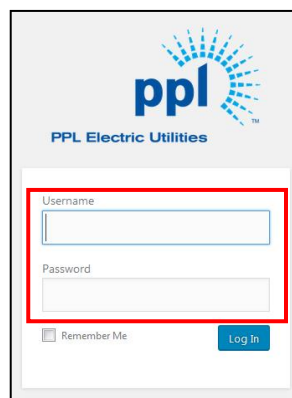
Deadline: 12 p.m. (noon) EPT on October 3, 2019

The RFP Bidder must provide Bid Assurance Collateral in an amount equal to the sum of \$500,000 times the number of total tranches bid in all its Bid Proposal(s) and an executed Default Service SMA by 12 p.m. (noon) on October 3, 2019.

Step 1. Click “Collateral and SMA Form” on the left navigation on the RFP website



Step 2. If you are not logged in, it will ask you to login



Login information is the same as the information used during Bidder Qualifications

Step 3. Provide Bid Assurance Collateral information

Home > Collateral and SMA Form

Collateral and SMA Form

PPL ELECTRIC UTILITIES CORPORATION DEFAULT SERVICE PROGRAM REQUEST FOR PROPOSALS

BID ASSURANCE COLLATERAL AND DEFAULT SERVICE SMA DUE: [See Calendar](#)

The RFP Bidder must provide Bid Assurance Collateral in an amount equal to the sum of \$500,000 times the total number of tranches bid in all its Bid Proposal(s) as well as an executed Default Service SMA if applicable.

1. Bid Assurance Collateral

First Item: Indication of Cash or Letter of Credit

Please Indicate whether you are providing cash or a Bid Assurance Letter of Credit as bid assurance collateral.

Cash
 Bid Assurance Letter of Credit

Additional items will appear based on your selection

Step 4. Prepare Default Service SMA

Current DS Suppliers! If you are a current Default Service Supplier, **you will not see the section related to Default Service SMA.**

Returning Bidders! If you have previously provided the Default Service SMA under DSP IV, but were not awarded any tranches in DSP IV, PPL Electric has retained your Default Service SMA, and **you do not need to submit a new Default Service SMA if the information contained in your previously submitted Default Service SMA or the signatory to your previously submitted SMA remains valid.**

New Bidders! The Default Service SMA must be signed and uploaded. The following instructions and checklist are prepared for your convenience.

	Section/Exhibit	Information to be filled in by RFP Bidder	Additional Instructions
<input type="checkbox"/>	Front Cover	full legal name of DS Supplier	Do <u>NOT</u> date the document. PPL Electric will date upon countersigning.
<input type="checkbox"/>	Introduction (page 5)	full legal name of DS Supplier	Do <u>NOT</u> date the document. PPL Electric will date upon countersigning.
<input type="checkbox"/>	Section 5.4 (a) (page 44)	election on whether or not to include section 5.4 (a) (1)	
<input type="checkbox"/>	Signature page (page 94)	full legal name of DS Supplier	
<input type="checkbox"/>	Signature page (page 94)	name and title of signatory	authorized signatory to sign
<input type="checkbox"/>	Signature page (page 94)	name and title of individual attesting	individual attesting to sign
<input type="checkbox"/>	Exhibit 3 – Form of Notice (pages 110-111)	Fill in all fields provided. Please <u>enter</u> “n/a” if information is unavailable.	

Please note that if you do not provide sample exhibits, PPL Electric will include these sample exhibits when PPL Electric countersigns the Default Service SMA. All exhibits are sample exhibits to the Default Service SMA except **Exhibit 3**, which **must** be provided by the RFP Bidder.

2. Default Service SMA

RFP Bidders must submit a partially executed Default Service SMA under the current Default Service Program (DSP IV), including the completed signature page of the Default Service SMA and Exhibit 3 of the Default Service SMA filled in with the appropriate contact information for the RFP Bidder. Default Service SMAs executed as part of a prior Default Service Program (i.e. the Competitive Bridge Plan, DSP I, DSP II or DSP III) will not be accepted. The Default Service SMA is posted on the "Documents" page under the "Default Service RFP" section (www.ppldsp.com/default-service-rfp/documents/).

Returning Bidders Only! If you have previously provided the Default Service SMA under DSP IV, but were not awarded any tranches in DSP IV, PPL Electric has retained your Default Service SMA, and **you do not need to submit a new Default Service SMA if the information contained in your previously submitted Default Service SMA or the signatory to your previously submitted SMA remains valid.** If there are any changes to the information or the signatory, you have to provide a newly signed partially executed Default Service SMA. To confirm the information and the name of the signatory to your previously submitted Default Service SMA, please call the RFP Manager at (215) 568-0200.

PLEASE UPLOAD A PARTIALLY EXECUTED DEFAULT SERVICE SMA.

Default Service SMA

No file selected.

Upload the Default Service SMA

Step 5. Click "Submit"

[Click to Print This Form](#)

Click

Step 6. Confirmation will appear on the top

PPL Electric's Default Service Program

[Home](#) > [Collateral and SMA Form – Submitted](#)

Collateral and SMA Form – Submitted

Thank you for submitting the Collateral and SMA Form.