



**Affidavit**

By completing, signing, and filing this form the applicant: (1) appoints the ND Secretary of State as its true and lawful agent or service of process in this state upon whom may be served all lawful process in any action or proceeding against the bidder if the bidder or its registered agent cannot be found for service of process in this state; (2) certifies that the information given above is current and true to the best of their knowledge and is in no way misleading; (3) ensures that correct information will be immediately forwarded to the State Procurement Office should any data change in the future.

- Placement on the bidders list does not guarantee a vendor will receive notice of every solicitation over the amount established for small purchases.
- If notice of a solicitation is returned as undeliverable, that bidder/vendor may be removed from the state bidders list.
- Be sure your email filters are set to receive incoming emails from our office.

From: *ND State Procurement Office [infospo@nd.gov]*

Subject Line: *Notice of North Dakota State Procurement Opportunity*

- You may elect to maintain/update your Bidder Profile using our online application, SPO Online.

**\*Signature**

*Printed Name	*Title	*Telephone Number
*Signature of Authorizing Agent		*Date

**Return completed form by mail to:**

State Procurement Office  
14th Floor Capitol Tower  
600 East Boulevard - Dept 012  
Bismarck, ND 58505-0310

**Return completed form electronically to:**

Email: [infospo@nd.gov](mailto:infospo@nd.gov)  
Fax: (701) 328-1615

**Questions:**

Website: [www.nd.gov/omb/vendor](http://www.nd.gov/omb/vendor)  
Telephone: (701) 328-2683