

# ATTACHMENT 1



Department of  
Civil Service

## Offeror Affirmation of Understanding and Agreement

IFB entitled:  
"Employee Benefit Card"

As a prerequisite for participating in this Invitation for Bids entitled "**Employee Benefit Card**", an Offeror must provide the following Affirmation of Understanding and Agreement to comply with these procurement lobbying restrictions in accordance with State Finance Law §§139-j and 139-k. Attachment 1 should be completed by the Offeror and emailed, and/or mailed to the Designated Contact as set forth in Section 2 of the IFB.

### Offeror Affirmation and Agreement

The Offeror affirms that it understands and agrees to comply with the procedures of the Department of Civil Service relative to permissible Contacts as required by State Finance Law §139-j(3) and §139-j(6)(b). The Department's policies are set out in Attachment 2.

Name of  
Offeror:


By:

(Signature)

Name:

Title:

Email:

Address:

Date:
