**Section 1200.220 Bidder And Supplier Fees**

a) The Agency shall recover the following costs from bidders and suppliers in all regular procurement events during a fiscal year:

1) Actual costs incurred by the procurement administrator for the procurement event in which the bidder or supplier participates.

2) The Agency's overhead to the extent not recovered pursuant to Section 1200.210 and Subpart D.

3) If a procurement event was authorized by a procurement plan in a previous fiscal year, the Agency may collect fees from suppliers authorized in subsection (c) for the fiscal year in which the procurement event occurs.

b) Each bidder shall be assessed a bid participation fee. This fee shall be $500, or as set by the Agency after consultation with the procurement administrator. If the fee is other than $500, the Agency shall provide notice of the fee as part of bid solicitation documents.

c) The Agency shall, in consultation with the procurement administrator, approve a supplier fee sufficient to recover the following costs:

1) For each procurement event, the allocated costs of the procurement administrators based on principles of cost causation less the value of bid participation fees collected pursuant to subsection (b).

2) The Agency, in consultation with the procurement administrator, shall allocate the procurement administrator's costs and overhead costs among products in a manner to ensure a likelihood of cost recovery and a reasonable fee in relation to the unit price of the product being procured.

3) For each procurement event, each supplier shall pay a fee equal to the value in costs allocated to a particular product pursuant to subsection (c)(2), multiplied by the units of product successfully bid by the bidder in a procurement event, divided by the total number of units successfully bid by all bidders in the same procurement event.

4) The value in subsection (c)(3) shall be expressed in terms of dollars per unit successfully bid.

d) Notwithstanding any other provision of this Part, all fees assessed under this Section shall be due no later than 30 days after the date of the invoice from the Agency, or as specified in the supplier fee agreement.

e) If the Agency conducts a procurement using the Renewable Energy Resources Fund as described in Section 1-56 of the Act, the Agency may recover the costs of the procurement from the Renewable Energy Resources Fund instead of from bidder and supplier fees, to the extent authorized by law.