

Uploading a RFP Proposal via Box submission link

Open the unique link provided in the RFP. Confirm the link has opened to the RFP for which you intend to submit a proposal.

RFP #30000999XX - Sample

You are uploading a proposal for RFP #30000999XX, Sample RFP for the State of Louisiana Division of Administration, Office of State Procurement. The proposal submission shall adhere to the requirements specified in Section 1.11 of the RFP. You will not be able to view the files you have uploaded, but will see a confirmation page upon successful upload of your proposal file(s). Any questions regarding this RFP shall be directed to the RFP Coordinator listed in the RFP.

Upload files *



Drag and drop files

Select Files

Proposer Name *

Enter a response

Proposal Submission Type *

Select the type of submission for file(s) you are uploading.

Select an option

Upload the proposal by dragging and dropping the files into the Upload files submission area, or selecting "Select Files" to choose the files to be uploaded.

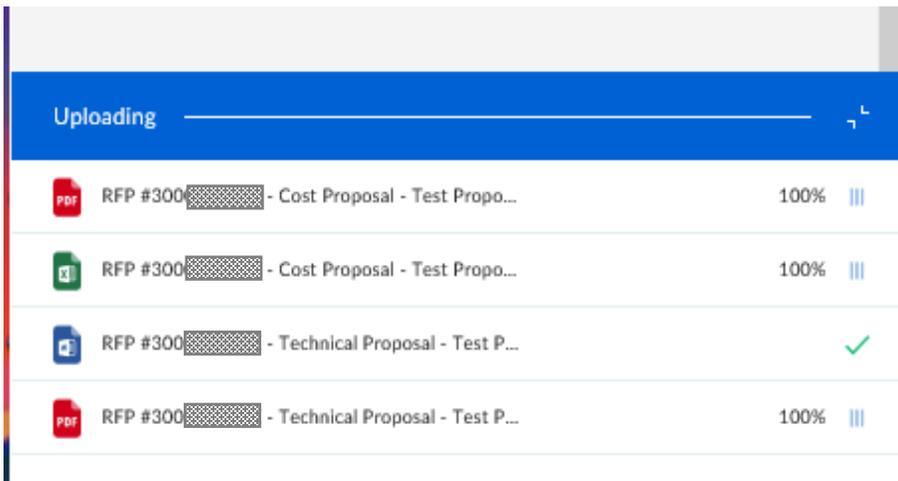
Fill in all required information:

- Proposer Name
- Proposal Submission Type
 - Original
 - Replacement (if uploading a replacement proposal)
 - Withdrawal Request (if uploading a proposal withdrawal request letter)
- Proposer Contact Name
- Proposer Contact Email
- Name of person uploading proposal
- Email of person uploading proposal
- Proposer Certification (select one)
 - Yes
 - No



Click "Submit" at the bottom right of the page to upload the proposal.

Upload of the files will begin and the status may be viewed as the files upload



Upon successful upload, the page will display the following message:

