Procurement Processes
Brief Overview

Los Angeles World Airports
(LAWA)
Request For Bids (RFB)

- **Request for Bids** is used for the purchase of materials, supplies, equipment, and services.

- The award is made to the lowest priced responsive and responsible vendor who meets the specifications.

- Responses may be hand-delivered or sent by mail and must be received by the due date & time. NO EXCEPTIONS!

- Can be for individual items, services, one-time purchases or annual contracts.

- Discounts are taken into consideration for award.

- Results are posted at [www.labavn.org](http://www.labavn.org)
Request for Proposals (RFP)

- **Request for Proposals** are used for large projects and professional services.

- The award is made to the proposer(s) with the highest score based upon the published award criteria (price is always considered but it isn’t the deciding factor).
RFB vs RFP

• In order to be considered for award, the vendor MUST meet the:
  • Request for Bids – Specifications
  • Request for Proposals – Qualifications

• In order to be selected for award, the vendor MUST have the:
  • Request for Bids – Lowest price including any discounts
  • Request for Proposals – Winning score according to the selection criteria