

Offerors that **have not** worked for the Department of Veterans Affairs (VA) previously as the prime shall enclose a completed Standard Form 3881, "ACH Vendor/Miscellaneous Payment Enrollment Form" with their proposal.

If your company **has** been previously awarded a VA contract, as the prime, then a completed form is only necessary if your banking information has changed.

Only the completed form of the winning contractor will be submitted for registration with the VA FSC, if they had not be previously registered with the agency.