**Process to Hand Deliver submissions for BAA 25S5001**

If you are making a submission to FY2026 Classified BAA 25S5001, your submission is due NLT 1500 ET, 17 APR 2025 as previously noted in the BAA Package you received.

We are available to personally receive your submission at the IWTSD office, 4800 Mark Center Drive, Alexandria, VA 22311.

**IF YOU CHOOSE THIS OPTION, PLEASE**

1. Coordinate drop off with IWTSD Security (cttsosecurity@iwtsd.gov); Security will not be available if not coordinated ahead of time;

2. Post this hand delivery action on the IWTSD BIDS page at <https://bids.iwtsd.gov> along with your placeholder submission; (if you have questions, BIDShelp@iwtsd.gov);

3. Remember to follow ALL pertinent security regulations to include courier cards.

**YOU ARE NOT REQUIRED TO DELIVER YOUR SUBMISSION TO THE IWTSD OFFICE; THIS IS AN ALTERNATIVE OPTION FOR COMPANIES WISHING TO HAND DELIVER THEIR SUBMISSION.**

Please direct any further questions to BIDShelp@iwtsd.gov or cttsosecurity@iwtsd.gov