

BID RESPONSE PACKET
SP-19-0005R

BID RESPONSE CHECKLIST

A. The following documents **must** be included with the bid response packet:

1. Complete & signed in ink *Bid Signature Page* (see Section 1.7)
2. One (1) original hard copy of the *Official Bid Price Sheet* (see Section 1.7)

B. The following documents **should** be included with the bid response packet:

1. EO 98-04 Disclosure Form (see Section 1.7)
2. Signed Addendum's, if applicable (see Section 1.15)
3. Company's EEO Policy (see Section 1.19)
4. License requirements for contractor & subcontractors (see Section 2.4)
5. Liability Insurance requirements (see Section 2.5)

NOTE: This list may not be all inclusive.

BID SIGNATURE PAGE

Type or Print the following information.

PROSPECTIVE CONTRACTOR'S INFORMATION					
Company:					
Address:					
City:		State:		Zip Code:	
Business Designation:	<input type="checkbox"/> Individual <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Public Service Corp <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit				
Minority and Women-Owned Designation*:	<input type="checkbox"/> Not Applicable <input type="checkbox"/> American Indian <input type="checkbox"/> Asian American <input type="checkbox"/> Service Disabled Veteran <input type="checkbox"/> African American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Pacific Islander American <input type="checkbox"/> Women-Owned				
	AR Certification #: _____ * See <i>Minority and Women-Owned Business Policy</i>				

PROSPECTIVE CONTRACTOR CONTACT INFORMATION <i>Provide contact information to be used for bid solicitation related matters.</i>			
Contact Person:		Title:	
Phone:		Alternate Phone:	
Email:			

<p style="text-align: center;">CONFIRMATION OF REDACTED COPY</p> <p><input type="checkbox"/> YES, a redacted copy of submission documents is enclosed.</p> <p><input type="checkbox"/> NO, a redacted copy of submission documents is <u>not</u> enclosed. I understand a full copy of non-redacted submission documents will be released if requested.</p> <p><i>Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Bid Solicitation for additional information.</i></p>
<p style="text-align: center;">ILLEGAL IMMIGRANT CONFIRMATION</p> <p>By signing and submitting a response to this <i>Bid Solicitation</i>, a Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants. If selected, the Prospective Contractor certifies that they will not employ or contract with illegal immigrants during the aggregate term of a contract.</p>
<p style="text-align: center;">ISRAEL BOYCOTT RESTRICTION CONFIRMATION</p> <p>By checking the box below, a Prospective Contractor agrees and certifies that they do not boycott Israel, and if selected, will not boycott Israel during the aggregate term of the contract.</p> <p><input type="checkbox"/> Prospective Contractor does not and will not boycott Israel.</p>

An official authorized to bind the Prospective Contractor to a resultant contract must sign below.

The signature below signifies agreement that any exception that conflicts with a Requirement of this *Bid Solicitation* **will cause the Prospective Contractor's bid to be disqualified:**

Authorized Signature: _____ **Title:** _____
Use Ink Only.

Printed/Typed Name: _____ Date: _____

PROPOSED SUBCONTRACTORS FORM

- **Do not** include additional information relating to subcontractors on this form or as an attachment to this form.

PROSPECTIVE CONTRACTOR PROPOSES TO USE THE FOLLOWING SUBCONTRACTOR(S) TO PROVIDE SERVICES.

Type or Print the following information

Subcontractor's Company Name	Street Address	City, State, ZIP

☐ **PROSPECTIVE CONTRACTOR DOES NOT PROPOSE TO USE SUBCONTRACTORS TO PERFORM SERVICES.**

OFFICIAL BID PRICE SHEET

Bid pricing **must** be typed or printed in ink

<u>ITEM</u>	<u>DESCRIPTION</u>
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<u>TOTAL PRICE</u>

1	Provide all labor, materials, tools & equipment, etc. to complete the task as specified within the IFB.
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\$_____

The Prospective Contractor should provide, on the line below, an estimate number of days to complete the requested work as specified within the IFB.

_____ number of working days to complete the requested work as described within this IFB.