

# **FINAL BIDDER CHECKLIST**

RFQ FOR WATERWAY DEBRIS REMOVAL SERVICES

**DUE DATE: FRIDAY, JANUARY 18, 2013 AT 3:00 P.M.**

THIS CHECK LIST IS DESIGNED TO HELP A BIDDER PREPARE A COMPLETE, RESPONSIVE PROPOSAL. **IT IS THE BIDDER'S RESPONSIBILITY TO ENSURE THAT ALL REQUIREMENTS OF THE RFQ HAVE BEEN MET.**

<b><u>YES</u></b>	<b><u>PROPOSAL MUST INCLUDE THE FOLLOWING DOCUMENTATION OR THE PROPOSAL WILL BE DEEMED NON-RESPONSIVE:</u></b>
<input type="checkbox"/>	\$3,000,000 bid security provided as required in Section 8.3 of the RFQ
<input type="checkbox"/>	Prices supplied on all price lines in Attachment A – Price Proposal Form
<input type="checkbox"/>	Reviewed and Signed Waivered Terms and Conditions for Services Contracts at: <a href="http://www.state.nj.us/treasury/purchase/forms/wtermss.pdf">http://www.state.nj.us/treasury/purchase/forms/wtermss.pdf</a>
<input type="checkbox"/>	Completed and signed Ownership Disclosure Form at: <a href="http://www.state.nj.us/treasury/purchase/forms/StandardRFPForms.pdf">http://www.state.nj.us/treasury/purchase/forms/StandardRFPForms.pdf</a>
<input type="checkbox"/>	Completed and signed Disclosure of Investigations and Other Actions Involving Bidder Form at: <a href="http://www.state.nj.us/treasury/purchase/forms/StandardRFPForms.pdf">http://www.state.nj.us/treasury/purchase/forms/StandardRFPForms.pdf</a>
<input type="checkbox"/>	Completed and signed Disclosure of Investment Activities in Iran at: <a href="http://www.state.nj.us/treasury/purchase/forms/StandardRFPForms.pdf">http://www.state.nj.us/treasury/purchase/forms/StandardRFPForms.pdf</a>
<input type="checkbox"/>	Completed Certification of MacBride Principles and Northern Ireland Act of 1989 at: <a href="http://www.state.nj.us/treasury/purchase/forms/MacBride.pdf">http://www.state.nj.us/treasury/purchase/forms/MacBride.pdf</a>
<input type="checkbox"/>	Affirmative Action Employee Information Report/New Jersey Affirmative Action Certificate/other AA/EEO evidence at: <a href="http://www.state.nj.us/treasury/purchase/forms/AA_%20Supplement.pdf">http://www.state.nj.us/treasury/purchase/forms/AA_%20Supplement.pdf</a>
<input type="checkbox"/>	Completed and signed Source Disclosure Form at: <a href="http://www.state.nj.us/treasury/purchase/forms/sdcert.pdf">http://www.state.nj.us/treasury/purchase/forms/sdcert.pdf</a>
<input type="checkbox"/>	Completed and signed Subcontractor Utilization Plan at: <a href="http://www.state.nj.us/treasury/purchase/forms/SubContracting.pdf">http://www.state.nj.us/treasury/purchase/forms/SubContracting.pdf</a>
<input type="checkbox"/>	Completed and signed Ch. 51/EO 117 Vendor Certification & Disclosure of Political Contributions at <a href="http://www.state.nj.us/treasury/purchase/forms/eo134/c51_eo117_cd_02_10_09.pdf">http://www.state.nj.us/treasury/purchase/forms/eo134/c51_eo117_cd_02_10_09.pdf</a>
<input type="checkbox"/>	Completed and signed Certification of Non-Debarment (Attachment C)
<b><u>YES</u></b>	<b><u>THE FOLLOWING DOCUMENTATION MUST BE PROVIDED AT TIME OF CONTRACT AWARD:</u></b>
<input type="checkbox"/>	New Jersey Business Registration Certificate