

OFFEROR CHECKLIST RFP 23-08			
Offeror must address ALL sections and attachments and provide the information and documentation as required in the table below. Submit this checklist with proposal.			
No.	Description	Reference in RFP	Completed
1	Offeror registered on HiePRO	Reference Section 1.3.1	<input type="checkbox"/>
2	One PDF File to include: 1) Cover Page 2) Table of Contents 3) Cover Letter 4) Management Approach 5) Professional Experience 6) Programs' Plans and Budgets	Reference Section 3.1.2	<input type="checkbox"/>
3	One PDF File to include: 14) Offeror Check List – Attachment 1 15) Proposal Transmittal Letter – Attachment 2 16) Corporate Resolution – Attachment 3 17) Standard Qualifications Questionnaire – Attachment 4 18) Contractor References – Attachment 5 19) Subcontractor References - Attachment 6 20) Certificate of Vendor Compliance or Proof of Application for CVC 21) Confidential Information List - Attachment 7 22) Organizational Conflicts of Interest Disclosure & Attestations – Attachment 8 23) Price Sheet Summary – Attachment 9 24) Budget Worksheet Template – Attachment 10 25) Program Enhancements Budget Worksheet Template – Attachment 11	Reference Section 3.1.2	<input type="checkbox"/>
5	Conflict of Interest. If none, state so.	Reference Attachment 8	<input type="checkbox"/>
6	Certification of Non-Debarment. If none, state so.	Reference Attachment 2	<input type="checkbox"/>
7	Exceptions. If none, state so.	Reference Section 3.2.7 Reference Attachment 2	<input type="checkbox"/>