

 **STATE OF ARKANSAS**

 **OFFICE OF PROCUREMENT**

 **ARKANSAS DEPARTMENT OF HUMAN SERVICES**

 700 Main Street

 Little Rock, Arkansas 72203

***BID RESPONSE PACKET
710-18-1004***

**CAUTION TO VENDOR**

 Vendor’s failure to submit required items and/or information as specified in

 the *Bid Solicitation Document* **shall** result in disqualification.

**BID SIGNATURE PAGE**

*Type or Print the following information.*

|  |
| --- |
| **PROSPECTIVE CONTRACTOR’S INFORMATION** |
| Company: |  |
| Address: |  |
| City:  |  | State: |  | Zip Code: |  |
| Business Designation*:* | [ ]  Individual | [ ]  Sole Proprietorship | [ ]  Public Service Corp  |
| [ ]  Partnership | [ ]  Corporation | [ ]  Nonprofit |
| Minority and Women-Owned Designation\**:* | [ ]  Not Applicable[ ]  African American | [ ]  American Indian | [ ]  Asian American | [ ]  Service Disabled Veteran |
| [ ]  Hispanic American | [ ]  Pacific Islander American | [ ]  Women-Owned |
| AR Certification #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | \* See *Minority and Women-Owned Business Policy* |  |

|  |
| --- |
| **PROSPECTIVE CONTRACTOR CONTACT INFORMATION***Provide contact information to be used for bid solicitation related matters.*  |
| Contact Person: |  | Title: |  |
| Phone: |  | Alternate Phone: |  |
| Email: |  |

|  |
| --- |
| **CONFIRMATION OF REDACTED COPY** |
| [ ]  YES, a redacted copy of submission documents is enclosed.[ ]  NO, a redacted copy of submission documents is not enclosed. I understand a full copy of non-redacted submission documents will be released if requested. *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.* |
| **ILLEGAL IMMIGRANT CONFIRMATION** |
| By signing and submitting a response to this *Bid Solicitation*, 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.  |
| **ISRAEL BOYCOTT RESTRICTION CONFIRMATION** |
| 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. [ ]  Prospective Contractor does not and will not boycott Israel.  |

***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:**

# SECTION 1 - Vendor Agreement and Compliance

* *Any requested exceptions to items in this section which are NON-mandatory* ***must*** *be declared below or as an attachment to this page. Vendor* ***must*** *clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.*
* *Exceptions to Requirements* ***shall*** *cause the vendor’s proposal to be disqualified.*

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation.

|  |  |  |  |
| --- | --- | --- | --- |
| **Vendor Name:** |  | **Date:**  |  |
| **Signature:**  |  | **Title:**  |  |
| **Printed Name:**  |  |

# SECTION 2 - Vendor Agreement and Compliance

* *Any requested exceptions to items in this section which are NON-mandatory* ***must*** *be declared below or as an attachment to this page. Vendor* ***must*** *clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.*
* *Exceptions to Requirements* ***shall*** *cause the vendor’s proposal to be disqualified.*

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation.

|  |  |  |  |
| --- | --- | --- | --- |
| **Vendor Name:** |  | **Date:**  |  |
| **Signature:**  |  | **Title:**  |  |
| **Printed Name:**  |  |

# SECTION 3 - Vendor Agreement and Compliance

* *Exceptions to Requirements* ***shall*** *cause the vendor’s proposal to be disqualified.*

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation.

|  |  |  |  |
| --- | --- | --- | --- |
| **Vendor Name:** |  | **Date:**  |  |
| **Signature:**  |  | **Title:**  |  |
| **Printed Name:**  |  |

# SECTION 4 - Vendor Agreement and Compliance

* *Exceptions to Requirements* ***shall*** *cause the vendor’s proposal to be disqualified.*

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation.

|  |  |  |  |
| --- | --- | --- | --- |
| **Vendor Name:** |  | **Date:**  |  |
| **Signature:**  |  | **Title:**  |  |
| **Printed Name:**  |  |

**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** |
|  |  |  |
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|  |  |  |
|  |  |  |

[ ]  **Prospective Contractor does NOT propose to use subcontractors to perform services.**

By signature below, vendor agrees to and **shall** fully comply with all Requirements related to subcontractors as shown in the bid solicitation.

|  |  |  |  |
| --- | --- | --- | --- |
| **Vendor Name:** |  | **Date:**  |  |
| **Signature:**  |  | **Title:**  |  |
| **Printed Name:**  |  |

# OFFICIAL BID PRICE SHEET

 A justification for price quoted should be attached to official bid price sheet.

Bid $

**AUTHORIZATION SIGNATURE**

By my signature below, I certify that the aforementioned statements are true and correct and that I accept the Terms and Conditions as presented in this bid, and that I am authorized by the respondent to submit this bid on his/her behalf.

|  |  |
| --- | --- |
| **Vendor Name:** | **Date:** |
| **Signature:** | **Title:** |
| **Printed Name:** |