

Bases for Determination of Non-Responsiveness

FC- _____, _____

Respondent: _____

• **Form 1: IIREA**

- E-Verify number incorrectly formatted
- Item left blank
 - Item(s): _____
- Form not signed
- Form not notarized
- Form completely blank or missing
- Other: _____

• **Form 2: Contractor Disclosure and Declaration Form**

- Item left blank
 - Item (s): _____
- Questionnaire response checked “Yes” but no explanation attached
 - Item(s): _____
- Form not signed
- Form not notarized
- Form completely blank or missing
- Other: _____

• **Form 3: Contractor Financial Disclosure (RFP)**

- Item left blank
 - Item(s): _____
- Questionnaire response checked “Yes” but no explanation attached
 - Item(s): _____
- No supporting financial statements attached
- Form not signed
- Form not notarized
- Form completely blank or missing
- Other: _____

• **Form 4: Acknowledgment of Insurance and Bonding Requirements**

- Item left blank
 - Item(s): _____
- Form not signed
- Form not notarized
- Form completely blank or missing
- Other documentation submitted: _____

- Other: _____

• **Form 5: Acknowledgment of Addenda**

- Item left blank
 - Item(s): _____
- Form not signed
- Form not notarized
- Form completely blank or missing
- Other: _____

• **Form 6: Offeror Contact Directory**

- Fewer than two (2) contacts provided
- Form completely blank or missing
- Other: _____

• **Form 7: Reference List**

- Fewer than required number of references submitted
- References completely missing
- Other: _____

• **Form 8: Proposal Bond / Form 3: Bid Bond (ITB)**

- Item left blank
 - Item(s): _____
- Bond amount inadequate
- Form not signed
- Form not sealed
- No Power-of-Attorney attached
- Form completely blank or missing
- Other: _____

• **Prohibited Sources' Ethics Pledge**

- Form not signed
- Form missing
- Other: _____

• **Other:** _____

- _____
- _____

• **Other:** _____

- _____
- _____