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: ________________________________

Other: ________________________________

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