

<b>OFFEROR CHECKLIST</b>			
Offeror must address ALL sections and attachments and provide the information and documentation as required in the table below. <b>Submit this checklist with proposal.</b>			
No.	Description	Reference in RFP	Completed
1	Offeror registered on HiePRO	Reference Section 1.3.1	<input type="checkbox"/>
2	One PDF File to be titled as “Offeror Name_Proposal Part 1” and to include: 1) Cover Page 2) Table of Contents 3) Cover Letter 4) Organizational Chart and Capacity 5) Professional Experience 6) 2024 Global Support Services Plan (GSSP)	Reference Section 3.1.2	<input type="checkbox"/>
3	Separate Excel/Word files to be titled individually as “Offeror Name_(insert tiles below)”: 7) 2024 GSS Budget Plan Worksheet 8) 2024 GSS Performance Measures Worksheet 9) 2024 Subcontractor References	Reference Section 3.1.2	<input type="checkbox"/>
4	Separate PDF Files to be titled individually as “Offeror Name_Proposal Part 2” and to include: 10) Offeror Check List 11) Proposal Transmittal Letter 12) Corporate Resolution 13) Standard Qualifications Questionnaire 14) Contractor References 15) Certificate of Vendor Compliance or Proof of Application for CVC 16) Confidential Information List - if applicable	Reference Section 3.1.2	<input type="checkbox"/>
5	Conflict of Interest. If none, state so.	Reference Exhibit E	<input type="checkbox"/>
6	Certification of Non-Debarment. If none, state so.	Reference Attachment 4	<input type="checkbox"/>
7	Exceptions. If none, state so.	Reference Section 3.2.7	<input type="checkbox"/>