

PROVIDE CLASSROOM CLEANING SERVICES FOR
THE HAWAII STATE DEPARTMENT OF EDUCATION AT JAMES B. CASTLE HIGH SCHOOL
IFB D26-120

OFFER PAGE OF-1

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|---|--|------------|--|
| Exact Legal Name of Offeror, including "dba" or "division" of a corporation (furnish the exact legal name of the entity under which an awarded contract, if any, will be executed): | | | |
| Address: Principal Place of Business (may not be a P.O. Box): | | | |
| Mailing Address (only if different): | | | |
| Payment Address (only if different) | | | |
| Offeror's Primary Contact Person: Name | | | |
| Title | | | |
| Telephone Number | | Fax Number | |
| Email Address | | | |
| Federal Tax Identification Number: | | | |
| State of Hawaii General Excise Tax License Number: | | | |
| Type of Business Entity (check one): | <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Joint Venture <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Other _____ | | |
| Names of all Offeror's parent, affiliate and subsidiary organizations: | | | |
| Offeror is either: | <input type="checkbox"/> A Hawaii business incorporated or organized under the laws of the State of Hawaii; OR <input type="checkbox"/> A Compliant Non-Hawaii business incorporated or organized under the laws of the State of _____ on (date) _____, and, if applicable, registered with the State of Hawaii Department of Commerce and Consumer Affairs Business Registration Division to do business in the State of Hawaii. | | |

The undersigned has carefully read and understands the terms and conditions specified herein and hereby submits the following offer to provide the goods and/or perform the work specified herein, all in accordance with the true intent and meaning thereof, and further that the Offeror shall comply with all terms, conditions and requirements of the solicitation. The undersigned further understands and agrees that by submitting this offer, 1) the undersigned is declaring the undersigned's offer is not in violation of Chapter 84, Hawaii Revised Statutes, concerning prohibited State contracts, and 2) the undersigned is certifying that the price(s) submitted was (were) independently arrived at without collusion.

Authorized (Original in ink) Signature

Name (printed)

Title

Date

Offeror: _____

EXHIBIT A

OFFEROR INFORMATION

Offeror shall provide the Exhibit A, including attachments if applicable, within three (3) working days from STATE's request.

A. Office Location:

At the time of bid opening and throughout the life of the Contract, the Offeror shall have a permanent business on the island of Oahu from where the Offeror conducts business and must be accessible to telephone calls, complaints or emergency service requests that need immediate attention (an answering machine or service is not acceptable) and from where the service personnel are dispatched to perform the work specified in this Contract

A permanent business on the island of Oahu

Street Address (on Oahu): _____

City, Zip Code (on Oahu): _____

B. Personnel (POC):

Offeror shall designate at least one (1) employee as the point of contact (POC) for this Contract. This individual shall be based in the island of Oahu and available during regular business hours, Monday through Friday excluding holidays, and shall be capable of answering questions, resolving problems, and follow-up assistance.

POC is based in the island of Oahu

Point-of-Contact (POC) Name: _____

Email Address: _____

Office Telephone Number*: _____

Cellular Telephone Number*: _____

Facsimile Number: _____

* Answering service or machine is **not** acceptable

C. Personnel (Minimum Number of Personnel for services):

Offeror shall be responsible to provide sufficient personnel; minimum of four (4) to five (5) personnel at the job site to complete the services in the amount of time as specified in the Work Schedule section of the Scope of Work.

Provide minimum of four (4) to five (5) personnel at the job site each time.

Offeror: _____

D. Work Experience

Offeror shall have a minimum of two (2) consecutive years of experience (immediately prior to the bid opening date) in the business of cleaning services. Offeror must be able to produce documentation to substantiate their claim of experience in this area (for example, Contact Names and Phone, Contracts, Work Orders, Invoices) if requested.

Number of consecutive years of experience (immediately prior to bid opening date) in cleaning services:

_____ Years**

**Offeror may be asked to produce documentation for verification purposes.

E. References:

Offeror shall provide the names of at least three (3) companies or government agencies with whom Offeror was or is providing cleaning services that are similar in scope and price to the services specified in this solicitation, and who can attest to the quality level and reliability of all aspects of Offeror's services and personnel. The STATE reserves the right to contact these references to inquire about Offeror's quality level and reliability.

Reference 1

POC Name: _____

Address Line 1: _____

Address Line 2: _____

Business Phone Number: _____

Email Address: _____

Reference 2

POC Name: _____

Address Line 1: _____

Address Line 2: _____

Business Phone Number: _____

Email Address: _____

Reference 3

POC Name: _____

Address Line 1: _____

Address Line 2: _____

Business Phone Number: _____

Email Address: _____