Bidder Name: _____

Required Attachment Checklist

A complete bid or bid package will consist of the items identified below.

Complete this checklist to confirm the items in your bid. Using the "Bidder Certification" column, place a check mark or "X" next to each item that you are submitting to CDSS. CDSS staff will use the shaded "CDSS Verification" column to confirm receipt of all required documents. For your bid to be responsive, all required attachments must be submitted. This checklist must be returned with your bid package.

Attachment Name/Description	Bidder Certification	CDSS Verification
1. Submitted Attachment 1, Required Attachment Checklist	☐ Yes	☐ Yes ☐ No
2. Submitted Attachment 2, Minimum Qualifications Certification	☐ Yes	☐ Yes ☐ No
3. Submitted Attachment 3, Bid/Bidder Certification Sheet signed by an individual authorized to bind the Bidder contractually. a. If Small Business or Disabled Veteran Business Enterprise certified, submitted a copy of Department of General Services certification ☐ Yes	☐ Yes	☐ Yes ☐ No
4. Submitted Attachment 4, Rate Sheet	☐ Yes	☐ Yes ☐ No
5. Submitted Attachment 5, Bidder References	☐ Yes	☐ Yes ☐ No
6. Submitted Attachment 6, Subcontractor References, if applicable	☐ Yes ☐ N/A	☐ Yes ☐ No ☐ N/A
7. Submitted Attachment 7, Bidder Declaration, GSPD-05-105	☐ Yes	☐ Yes ☐ No
8. Submitted Attachment 8, Disabled Veteran Business Enterprise Declarations, STD 843	☐ Yes ☐ N/A	☐ Yes ☐ No ☐ N/A
9. Submitted Attachment 9, DVBE Subcontractor Agreement, if applicable	☐ Yes ☐ N/A	☐ Yes ☐ No ☐ N/A

Attachment Name/Description	Bidder Certification	CDSS Verification
10. Submitted Attachment 10, Commercially Useful Function Evaluation Form, if applicable	☐ Yes ☐ N/A	☐ Yes ☐ No ☐ N/A
11. Submitted Attachment 11, Contractor Certification Clause, CCC 04/2017	☐ Yes	☐ Yes ☐ No
12. Submitted Attachment 12, Darfur Contracting Act Certification DGS PD 1	☐ Yes	☐ Yes ☐ No
13. Submitted Attachment 13, Payee Data Record, STD 204	☐ Yes	☐ Yes ☐ No
14. Submitted Attachment 14, Federal Debarment Certification, DGS PD 2, if applicable	☐ Yes ☐ N/A	☐ Yes ☐ No ☐ N/A
15. Is the Bidder's corporation in good standing and qualified to conduct business in California as verified by the Secretary of State?	☐ Yes ☐ No	☐ Yes ☐ No
16. As applicable, submitted a copy of the appropriate business license for the city or county which Bidder shall be performing business. All businesses based in unincorporated areas are required to submit signed proof of "exempted" business license status from the city or county, if applicable.	☐ Yes ☐ N/A	☐ Yes ☐ No ☐ N/A
17. Submitted a copy of a valid California Department of Motor Vehicles-Issued Motor Carrier Permit.	☐ Yes ☐ No	☐ Yes ☐ No
18. Submitted a picture of covered truck(s) or large van(s) showing the license plate and a description of the cargo capacity, which includes the maximum weight limit and the length, height and width of the storage are.	☐ Yes ☐ No	☐ Yes ☐ No
19. Submitted a copy of the current registration of the vehicle to be used in the performance of the resulting Agreement. If the vehicle is leased, a copy of the lease agreement must be included.	☐ Yes ☐ No	☐ Yes ☐ No

CDSS Use Only

Comments/Notes:

Signature of CDSS Contracts Analyst

Date

Signature of CDSS Contracts Manager

Date