

**Required Information of All Bidders
Bid Questionnaire**

1. Bidder Name _____
2. Are you bidding as specified? YES _____ NO _____
3. Have you registered as a Supplier, through the Supplier Portal? YES _____ NO _____
If not, Supplier Portal? Visit our SF City Partner website at:
<https://sfcitypartner.sfgov.org/>
4. Do you have a direct order entry system or other type of system that can facilitate ordering? e.g. fax. If Yes, specify type. YES _____ NO _____
5. Can you comply with the delivery requirements in this Bid? YES _____ NO _____
6. Are you claiming LBE preference on this bid per Chapter 14B? YES _____ NO _____
If yes, check appropriate line below:
_____ We are currently certified. CMD has issued us Certification No. _____.
_____ We submitted LBE Certification Application to the CMD on _____
7. Have you registered your business with the San Francisco Treasurer & Tax Collector? YES _____ NO _____
If yes, check appropriate line below:
Attached with our bid is our a current SF Business Tax certificate YES _____ NO _____
The Business Tax Certificate No. is _____
Our Business Tax Certificate number, entered above, registers the following address:
Street _____
State/Zip Code _____
8. Have you submitted with your bid all the required documents?
a. Specifications on alternate items bid, if applicable YES _____ NO _____
b. All questionnaires and forms YES _____ NO _____
c. Your current SF Business Tax Certificate YES _____ NO _____
9. Have you bid on all bid line items **listing the** YES _____ NO _____

Total extended prices in PeopleSoft

10. General Bid Condition G52 of Attachment A “Contractors Unable to do Business with the City Please fill in the following sentence”:

I certify that my company is headquartered at the following address:

Street _____

State/Zip Code _____

I will notify the City if my company’s headquarters moves.

11. Has your company enrolled to receive direct deposit payments from the City? YES ____ NO ____