



Statement of Qualifications

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Each solicitation response shall include a Statement of Qualifications in the format provided in this Solicitation upon stationary of the responding entity.

All questions must be answered, and the data given must be clear and comprehensive. The respondent may submit any additional information he/she desires.

1. Name of Vendor/Contractor/Respondent (requires a real person's name)

2. Permanent main office address

3. Contact Information: Phone, Fax, **E-mail**

Phone _____

Fax _____

E-Mail _____

4. When organized

5. Legal form of ownership. If a corporation, where incorporated.

6. How many years have you been engaged in services, under your present name?

7. Experience in work similar in scope of services and in importance to this solicitation opportunity. Provide three references.

- Proposals are currently or previously been provided, include for each client:

- Name of Organization

- Gross cost of agreement

- Date services started

- Services being provided

- Responsible official, address and telephone number of person available as a reference.

8. Have you ever failed to complete any work awarded to you? If so, where and why? _____

9. Have you ever defaulted on a contract? If so, where and why?

10. Describe any pending litigation or other factors, which could affect your organization's ability to perform this agreement

11. Names, titles, reporting relationships, and background and experience of the principal members of your organization, including the officers. Indicate which individuals are authorized to bind the organization in negotiations with the City of New Haven

12. Name, title, address and telephone number of the individual to whom all inquiries about this Proposal should be addressed.

13. Will you, upon request, fill out a detailed financial statement and furnish any other information or sign a release that may be required by the City of New Haven?

14. Tax Identification number(s) _____

15. Are you able to receive Credit Card Payments for your services rendered? _____

16. Addendums - notices are sent electronically and are posted to portal. You are responsible for the addendum content whether viewed or not. (See section **Interpretation of Addenda for details**)

17. **For “On Call Projects Only”** Only complete this question if, **Instruction to Bidder** section “Percent Mark Up” allows for mark up. **If markup not allowed Do not complete this section.**

A project requiring a percent market up, material cost cannot exceed **ten percent** (10%). See bid document “**Instruction to bidder**” if markup is applicable. Please state your markup percentage here:
** _____ (**if you leave it blank, we will consider your percentage markup “0” for project allowing a markup to included)