Child Care Resource Center™
Quality · Support · Development · Education

Vendor Information and Affirmation Form

Project Title:	WSS # 192 HOPE THE MISSION ARCHITECT

Complete the information below. Bidder may respond to using additional attached documents if necessary. Documents must include a reference to the respective section of the RFB, and referenced sections must be in the order as outlined in the RFB.

Company Details

Legal Name of Company: _____

☐ Sole Ownership ☐ Partnership ☐ Corporation ☐ Other: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Contact: _____ Title: _____

Phone: _____ Fax: _____

Number of years in business: _____

Description of present business and anything that distinguishes you from other contractors:

_____

_____

_____.

List the owners and officers of your company:

(1) _____

(2) _____

(3) _____

(4) _____

(5) _____

(6) _____

(7) _____

(8) _____

Indicate if your organization is any of the following:

CCRC cultivates child, family and community well-being.
866-67-4KIDS | www.ccrcca.org

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Small Business	☐ Yes	☐ No
Minority-Owned Business	☐ Yes	☐ No
Women-Owned Business	☐ Yes	☐ No
Business is Owned or Controlled by Socially or Economically Disadvantaged	☐ Yes	☐ No
Individuals or Individuals with Disabilities	☐ Yes	☐ No

Company References

Provide three references to include name, address, and a valid telephone number for which you have supplied related services:

(1) Name: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

(2) Name: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

(3) Name: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Attachments

Please attach a copy of the following documents:

(1) Business License

(2) Contractor's License (if applicable)

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(3) Proof of Insurance (note, only Evidence of Coverage and not a Certificate of Insurance with a certificate holder is needed at this time)

Vendor's Affirmation

By Signature Hereon,

(1) Vendor affirms they have not given, offered to give, nor intend to give any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to CCRC employees in connection with this submission. Failure to sign the submission, or signing with false intent, shall void the submission or any resulting contracts. The vendor shall be excluded from future requests.

(2) Vendor affirms no affiliation exists between owners, officers, administrators, or employees of the vendor and CCRC which could be construed as a conflict of interest.

(3) Vendor has not received compensation for the preparation of the specifications for this request.

(4) Vendor has reviewed the information given for this request and agrees to the requirements stated herein with exceptions clearly noted in the response to this request. The information provided in this submission is complete and accurate to the best of the vendor's knowledge.

(5) This affirmation must be signed by an authorized representative of the vendor. The signature attests to the vendor's ability to provide the goods and/or services in this submission.

Signature

Bid Submitted By: _____

(Sign)

Name: _____ Date: _____, 20____

(Print)

Phone: _____ Email: _____