

## ATTACHMENT H – BID SUBMISSION CHECKLIST

This checklist is provided to assist both the bidder and the State in identifying the documentation to be submitted with the bid. There may be additional requirements beyond those listed on this checklist. Bidders are responsible for thoroughly reviewing the ITB to make sure that they have met all the requirements and have provided all necessary information.

**The following items must be submitted in response to this ITB.** Failure to submit each of the items below may result in the proposal being deemed non-responsive and the bid rejected.

***Bidders must submit the following:***

1. *Signed front page of this ITB*
2. *Signed copies of mandatory return amendments*
3. *Attachment A – Bid Schedule (there are 6 tabs on this attachment)*
4. *Attachment C – Alaska Bidder Preference Certification Form (if applicable)*
5. *Attachment D – Prior Experience Verification Form (there are 3 tabs on this attachment)*
6. *Attachment E – Vessel Specification Form (one per vessel)*
7. *Attachment G – Vessel Captain Qualification Form*
8. *Attachment H – Bid Submission Checklist (this document)*
9. *Vessel Captain Qualification narratives per Section 1.03*
10. *Copies of Vessel Captain USCG Licenses per Section 1.03*
11. *Conflict of Interest Statement per Section 1.11*