

Attachment Four – ITB Checklist

STATE OF ALASKA ITB # 2026-0200-0021 / 02-108-25

DMV CONTRACT AGENT SERVICES FOR SUSITNA/TRAPPER CREEK, ALASKA

ITB Bidder's Checklist

Required documents to include with proposal:

- ☐ Completed and Signed Bid Submission Cover Sheet
- ☐ Alaska Preference Certificate (if claiming Alaska Bidder Preference)
- ☐ Completed and Signed Front Page of ITB
- ☐ Bid Schedule
- ☐ Resume Documenting Prior Experience
- ☐ Client Reference Form (at least two references)
- ☐ Copy of Valid Alaska Driver's License
- ☐ Copy of Current Alaska Business License (if claiming Alaska Bidder Preference)
- ☐ ITB Amendment Acknowledgement(s) (if any amendments are issued)
- ☐ Any other backup documents required for preferences claimed in Sections 4.02 - 4.08