

Revised Attachment 11
PROPOSAL RESPONSIVENESS CHECKLIST
Film Industry Representation For Alaska

RFP #2014-0800-8159

The following information must be included in each proposal. Proposers who do not respond to each item as specified below will be considered "non-responsive" and the proposal will not be accepted for evaluation and possible award of contractual services.

This checklist may not be all inclusive of the items required to be submitted in the proposal. In case of a conflict between this checklist and the RFP, the requirements of the RFP will prevail.

(Proposers are encouraged to use this checklist in preparation of proposals).

Description	Checklist
Proposal received by 2:00PM, Friday, August 23, 2013 in the Procurement Office on the Ninth Floor, 333 Willoughby Avenue, Juneau, Alaska 99801. (see Section 1.01)	
Proposal includes One original and 3 Copies (4 total copies)	
Any amendments to the RFP	
Attachment 3 – Proposer Information and Assurance Form	
Attachment 4 – Certificate of Independent Price Determination	
Attachment 5 – RFP Cost Schedule – in “ORIGINAL” Proposal ONLY	
Attachment 6 – Alaska Bidder Preference Affidavit	
Proof of Alaska Business License & Other Required Licenses including CA Business License	
Prior Experience Requirements – Profit and Loss; 3 Projects	
Conflict of Interest and Restrictions	
Clear indication of Office in the LA area	
Subcontractors List	
Understanding of the Project	
Methodology & Management Plan Used for the Project	
Experience and Qualifications	