

APPENDIX VII

PROPOSAL FATAL CRITERIA

Bidder: _____

Reviewer: _____ **Date:** _____

The “fatal” criteria listed below must be fully met in order for the proposal to be considered for further evaluation. Failure to receive a “YES” response on any item may result in an automatic rejection of the proposal.

	ITEM	YES	NO
1.	Was the proposal received by the time and date specified in the RFP?	_____	_____
2.	Were all copies of the proposal delivered in an envelope or container that was securely sealed and clearly marked on the outside with the RFP title, the name of the bidder, and Community Care Service Area being bid on?	_____	_____
3.	Does the proposal include a signed Statement of No Involvement, attached as Appendix III to this RFP?	_____	_____
4.	Does the proposal contain a signed Contract Terms and Conditions Statement, attached as Appendix II to this RFP?	_____	_____
5.	Does the original hard copy of the Service Provider Summary Information page contain the required original signature of the person authorized to bind the agency to all contractual obligations?	_____	_____
6.	Does the proposal include signed commitment forms or a comparable document (i.e. letter from a funding source) guaranteeing the bidder’s ability to provide adequate matching funds?	_____	_____