

FORM OF PROPOSAL (RFP)

SECTION 1: INSTRUCTIONS

- Unless otherwise stated in the RFP, the items below must be completed and included in the proposer’s emailed submission.

SECTION 2: TABBED DOCUMENTS FOR PROPOSAL

- Please mark an “X” **below** to verify the referenced Attachment has been completed/signed (unless noted as “optional”) and included in the proposer’s “hard copy” submission.

“X” if Included	Submittal Items (Four copies of each proposal, including one with original signatures).		
<input type="checkbox"/>	Tab 1	Form of Proposal; Profile of Firm Form; HUD5369A; W-9; Licenses	Attachments A, B, D, & G
<input type="checkbox"/>	Tab 2	Proposed Pricing	
<input type="checkbox"/>	Tab 3	Schedule	
<input type="checkbox"/>	Tab 4	Capacity and Capability to Perform Work Described in SOW	
<input type="checkbox"/>	Tab 5	Successful Past Performance	
<input type="checkbox"/>	Tab 6	Equal Employment Opportunity Statement	
<input type="checkbox"/>	Tab 7	Optional: Subcontractor/Joint Venture Information	
<input type="checkbox"/>	Tab 8	Optional: Section 3 Business Preference Documentation	Attachment C
<input type="checkbox"/>	Tab 9	Optional: Other Information	

SECTION 3: SECTION 3 STATEMENT


- Are you claiming a Section 3 business preference? YES or No.
 - If “YES”, which priority are you claiming? _____
 - Complete [Attachment C](#) and submit the justifying documentation outlined on [Attachment C](#) under the [TAB](#) specified in the RFP.

SECTION 4: PROPOSER’S STATEMENT

The undersigned proposer states that by completing, executing, and submitting this “Form of Proposal” and all other documents within this proposal, he/she is verifying that all information provided herein is, to the best of his/her knowledge, true and accurate and that if BHA discovers any information entered herein to be false, such shall entitle BHA to not consider or make award to or to cancel any award made with the undersigned party.

Further, the undersigned proposer is thereby agreeing to abide by all terms and conditions pertaining to this RFP as issued by BHA, either on the Housing Agency Marketplace platform or posted on the RFP/Q tab of BHA’s website www.bremertonhousing.org including an agreement to execute the attached Sample Contract form ([Attachment F](#)).

Pursuant to all RFP Documents, this “Form of Proposal” and all attachments, and pursuant to all completed documents submitted (including these forms and all attachments), the undersigned proposes to fulfill any and all HUD and/or BHA requirements pertaining to this RFP.

 _____
Signature

/ /
_____ Date (mm/dd/yr)

Printed Name

Title