

Attachment 1: Required Attachments Checklist / Table of Contents

A responsive proposal shall consist of all the required items identified below. Complete this checklist by marking the box with an “X” for each item you are submitting to the MHSOAC.

Place this Checklist on top of your Proposal package for use as the Table of Contents. List the page numbers that correspond to your Proposal.

Proposer Name:	
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<u>Form</u>	<u>Form Name/Description</u>	<u>Page #</u>
<input type="checkbox"/> Attachment 1	Required Attachments Checklist / Table of Contents	
<input type="checkbox"/> Attachment 2	Mandatory Letter of Intent	_____
<input type="checkbox"/> Attachment 3	Proposal/Proposer Certification Sheet	_____
<input type="checkbox"/> Attachment 4	Proposal Cover Letter	_____
<input type="checkbox"/> Attachment 5	Proposer Qualifications	_____
<input type="checkbox"/> Attachment 6	Proposal Narrative	_____
<input type="checkbox"/> Attachment 7	Cost Proposal Sheet	_____
<input type="checkbox"/> Attachment 8	Bidder Declaration (GSPD-05-105)	_____
<input type="checkbox"/> Attachment 9	Darfur Contracting Act Certification (if applicable)	_____
<input type="checkbox"/> Attachment 10	Secretary of State Registration	_____