



Use this form to address Minimum Bidder Qualifications (Pass/Fail)

Bidder Name: _____

Qualification 1: The Bidder must have experience operating a Commercial Off The Shelf (COTS) web-based software solution for a minimum of one (1) year.	
The Bidder certifies that it has experience operating a Commercial Off The Shelf (COTS) web-based software solution for a minimum of one (1) year.	<input type="checkbox"/> Yes <input type="checkbox"/> No*
Client 1 Name:	
Dates (month/year) of Experience (include date the project/engagement was completed):	
Project/Engagement Name:	
Project Description (include scope):	
Client 2 Name:	
Dates (month/year) of Experience (include date the project/engagement was completed):	
Project/Engagement Name:	
Project Description (include scope):	
Client 3 Name:	
Dates (month/year) of Experience (include date the project/engagement was completed):	
Project/Engagement Name:	
Project Description (include scope):	



Bidder Name: _____

Qualification 2: The Bidder must have two (2) years of experience licensing and hosting a COTS web-based inventory management software solution in the food industry.	
The Bidder certifies that it has two (2) years of experience licensing and hosting a COTS web-based inventory management software solution in the food industry.	<input type="checkbox"/> Yes <input type="checkbox"/> No*
Client 1 Name:	
Dates (month/year) of Experience (include date the project/engagement was completed):	
Project/Engagement Name:	
Project Description (include scope):	
Client 2 Name:	
Dates (month/year) of Experience (include date the project/engagement was completed):	
Project/Engagement Name:	
Project Description (include scope):	
Client 3 Name:	
Dates (month/year) of Experience (include date the project/engagement was completed):	
Project/Engagement Name:	
Project Description (include scope):	



Bidder Name: _____

Qualification 3: The Bidder must have two (2) years of experience providing training and technical support for a COTS web-based inventory management software solution in the food industry.	
The Bidder certifies that it has two (2) years of experience providing training and technical support for a COTS web-based inventory management software solution in the food industry.	<input type="checkbox"/> Yes <input type="checkbox"/> No*
Client 1 Name:	
Dates (month/year) of Experience (include date the project/engagement was completed):	
Project/Engagement Name:	
Project Description (include scope):	
Client 2 Name:	
Dates (month/year) of Experience (include date the project/engagement was completed):	
Project/Engagement Name:	
Project Description (include scope):	
Client 3 Name:	
Dates (month/year) of Experience (include date the project/engagement was completed):	
Project/Engagement Name:	
Project Description (include scope):	



*** A “No” response to any of the minimum qualifications will result in disqualification.**

Attach additional sheets as necessary.

CERTIFICATION: I hereby certify that: (i) all statements made on this form are true and complete, to the best of my knowledge, including the verification of any experience; (ii) to the best of my knowledge, the consultant will be available for the duration of the engagement.

Authorized Signature: _____

Print Name: _____ Date: _____