

**New Jersey Department of the Treasury
Division of Purchase and Property**

NJSTART PROCUREMENT PROGRAM CHECKLIST

Solicitation {RFP} Number: 20DPP00445

Solicitation {RFP} Title: FCC REPACK (NJPBA)

This checklist was created as a guide to assist Vendors {Bidders} in preparing a complete and responsive Quote {Proposal} as part of the **NJSTART** Procurement Program. It is only advisory in nature.

It is the Vendor's {Bidder's} responsibility to ensure that all requirements of the Bid Solicitation {RFP} have been met.

Forms with an **NJSTART** icon can be accessed through the Maintain General Information section of the Vendor Profile. Forms that have a  icon next to them can be accessed on the Division website or by clicking on the icon.

FORMS, REGISTRATIONS AND CERTIFICATIONS REQUIRED BY SECTION 4.4.1 THAT MUST BE SUBMITTED WITH THE VENDOR {BIDDER} QUOTE {PROPOSAL}

Offer and Acceptance – MUST BE PHYSICALLY OR ELECTRONICALLY SIGNED AND COMPLETED. SEE RFP SECTIONS 1.3.4 AND 4.4.1.1		 PDF
Disclosure of Investment Activities in Iran - Full Version - SEE SECTION 4.4.1.2.2	NJSTART	 PDF
Disclosure of Investment Activities in Iran - Use with completed NJSTART Category ONLY SEE SECTION 4.4.1.2.2	NJSTART	
Ownership Disclosure - Full Version – SEE SECTION 4.4.1.2.1	NJSTART	 PDF
Ownership Disclosure - Use with completed NJSTART Category ONLY - SEE SECTION 4.4.1.2.1	NJSTART	

FORMS, REGISTRATIONS AND CERTIFICATIONS REQUIRED BY SECTION 4.4.2 THAT SHOULD BE SUBMITTED WITH THE VENDOR {BIDDER} QUOTE {PROPOSAL} REQUIRED PRIOR TO BLANKET P.O {CONTRACT} AWARD

Disclosure of Investigations and Other Actions Involving Bidder - Full Version - SEE SECTION 4.4.2.2	NJSTART	 PDF
Disclosure of Investigations and Other Actions Involving Bidder - Use with completed NJSTART Category ONLY - SEE SECTION 4.4.2.2	NJSTART	
Source Disclosure - SEE SECTIONS 4.4.2.3 AND 7.1.2	NJSTART	 PDF

ADDITIONAL VENDOR {BIDDER} FORMS

Two-Year Chapter 51/Executive Order 117 Vendor Certification and Disclosure of Political Contributions (Instructions included) - SEE SECTION 7.1.1	NJSTART	 PDF
Chapter 51/Executive Order 117 Q & A		 PDF
Affirmative Action Employee Information Report (Form AA302) - SEE SECTION 7.1.3 *Corresponding Instructions & EEO Language		 PDF
Instructions and EEO Language for Form AA302		 PDF

Vendors {Bidders} must ensure that all requirements of the Bid Solicitation {RFP} have been met as the Bid Solicitation {RFP} language supersedes this advisory checklist in the event of an error or omission.