

## STATEMENT OF QUALIFICATIONS

Additional evidence of qualification, ability to perform, and financial responsibility may be required prior to award of contract.

### PART 1: ORGANIZATION AND HISTORY

**Provide the following information on this form:**

1. Company Information

- a. Name of furniture dealership:
- b. Address of furniture dealership:
- c. Name of primary contact:
- d. Primary contact phone and email:
- e. Main product manufacturers represented:

2. Legal Structure (corporation, partnership, LLC, sole proprietorship, etc.) and date of formation or incorporation:

3. How many years has your organization been in business?

4. How many years has your organization been in business in California?

5. Dealership's gross revenues for each of the last three calendar years:

20\_\_ \$ \_\_\_\_\_

20\_\_ \$ \_\_\_\_\_

20\_\_ \$ \_\_\_\_\_

## **PART 2: ESSENTIAL REQUIREMENTS FOR QUALIFICATION**

Proposers will be subject to disqualification if they fail to meet essential qualifications.

1. Does the furniture dealer or dealer's installation subcontractor possess a valid and current California contractor D-34 or B contractor license to install electrified systems furniture and pull the necessary permits? If yes, provide a copy of the license. If the license is under another company name, submit a clear explanation of the relationship between the bidder and the company listed on the license.

Yes       No

2. Is the Furniture Dealer executing the work located within 100 miles of San Francisco? If yes, provide documentation showing the address of the office executing the work.

Yes       No

3. Does the Furniture Dealer currently hold a valid Sales & Use Permit (Seller's Permit) in the State of California? If yes, provide a copy of the permit.

Yes       No

4. Please provide proof of your capabilities in manufacturing, supply, furniture procurement, installation, and delivery services for this case. You can provide your past experience in similar cases. If the bidder chooses to provide past experiences as proof, please include the following information:

- a) Project name, location, and size
- b) Brief project description including the scope of services
- c) Description of the roles played by the team members proposed for this project
- d) Completed project photos
- e) Completion date

5. Does the furniture dealer maintain a minimum of \$2,000,000 for comprehensive general liability insurance? If yes, provide evidence of insurance.

Yes       No

6. Does the furniture dealer maintain a minimum of \$1,000,000 insurance for owned, non-owned and hired vehicles motor vehicle? If yes, provide evidence of insurance.

Yes       No

7. Are the manufacturers for the proposed workstations and private offices ISO 9001 certified? If yes, provide evidence of certification.

Yes       No

8. Do you agree to TECO's terms and conditions. If yes, submit attachment C.

Yes       No

### **PART 3: TEAM BACKGROUND**

1. Describe the proposed roles for each team member and key qualifications, background, and experience of each as it applies to this assignment.
2. Identify all subconsultants and the type of service they would provide. If the project will be completed by the dealership's internal staff with no subconsultants, (i.e. "in-house"), please state so clearly. Proposed subconsultants may include, but are not limited to the following types of services:
  - Furniture installers
  - Moving / transportation services
  - Storage services

Note: TECO reserves the right to qualify, accept, or reject any proposed subconsultant(s), as well as to qualify, accept, or reject the use of internal staff to provide certain types of services.