



Documentation	Description
<input type="checkbox"/> Existing Procurement Policies	The procurement policy that was in place for conducting procurement at the time of acquisition.
<input type="checkbox"/> Solicitation Package Issued (RFP/RFB/RFQ)	Request for Proposal (RFP)/Request for Bid (RFB)/Request for Qualification (RFQ) and associated documents.
<input type="checkbox"/> Addenda/extensions issued	Additional information or adjustments provided to potential bidders through addendums.
<input type="checkbox"/> Copies of correspondence with bidders	Copies of communication between the grantee and bidders, including Q&As, pricing and terms discussions, and BAFO.
<input type="checkbox"/> Documentation demonstrating the advertisement of solicitation	Proof of adequate advertisement of the solicitation to potential bidders.
<input type="checkbox"/> Independent Cost Estimate	Cost estimate of goods or services independent of received bids to assess reasonableness.
<input type="checkbox"/> Certified Bid Tabulation and Evaluation Criteria	Formal criteria for scoring proposals and bid tabulation documenting bidder evaluation.
<input type="checkbox"/> Copies of responses to solicitation	All proposals submitted as proof of multiple vendor responses.
<input type="checkbox"/> Debarment Documentation	Proof of vendor registration on sam.gov and no debarment status.
<input type="checkbox"/> Award Notification and Rationale to Award	Notification to award memorandum and justification for awarding the contract.
<input type="checkbox"/> Contract with pricing information	Agreement with the selected vendor, including pricing and required federal contract provisions.
<input type="checkbox"/> Required Bidder/Contractor Certifications	Specific certifications required during bidding or from vendors.
<input type="checkbox"/> Documentation for execution of performance and payment bonds	Documentation supporting the execution of performance and payment bonds for awarded construction contracts.
<input type="checkbox"/> Contractor Sam.gov registration and debarment status	Documentation verifying contractor's registration on sam.gov and debarment status.