



PRE-AWARD SURVEY

The below information is *confidential* and will not be divulged to any unauthorized personnel. Submission of a quote for the supplies and/or services prescribed herein certifies to the accuracy of all information.

Project Name: _____

1. Company Name: _____

2. Date Organized: _____ State Incorporated: _____

3. Type of Firm: ☐ Individual ☐ Partnership ☐ Corporation ☐ Joint Venture

4. Dun and Bradstreet Number: _____

5. Business License Number and State: _____

6. How long has your firm been in business under its present name? _____

7. What licenses, certifications, training, etc. do you hold that supports your qualifications to perform the work? Attach supporting documentation.

8. Does your repair facility hold a current valid State of Virginia Vehicle Repair License? Attach supporting documentation.

9. Attach names of officers or partners.

10. Attach list of similar contracts held. Include customer point of contact and phone. (Disregard if this information is contained elsewhere within the bid.)

11. Attach your financial statements (most recent fiscal year) and letters from banks regarding credit. Provide whatever documents appropriate to verify financial responsibility and capability to properly perform this contract.



12. In the last two years have you or your proposed subcontractors ever been denied award where you were low bidder/offeror? If yes, attach explanation.
13. Have you or your proposed subcontractors ever failed to complete, in the last two years, any contract on which you were the successful bidder/offeror? If yes, attach explanation.
14. What percentage of work (contract amount) do you intend performing with your own personnel? _____%
15. Attach a list of principal subcontractors, principal items of work, and the percentage (or dollar amount) each will perform. (Disregard if this information is contained elsewhere within the bid.)
16. Do you certify that your firm is in compliance with federal tax, labor, and employment, environmental, antitrust, and consumer protection laws? ☐ YES ☐ NO If unable to so certify, explain.