

Attachment 3
COMPANY REFERENCE FORM
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Two (2) company references are required for projects completed within the past ten years. One of the two references may be for an ongoing project. Projects used should be providing project management services to projects with \$10 million value or higher, and include planning, design, development, and implementation phases.

- The EDD may contact customer references during the week following submission of Offers to validate the information provided by the Respondent and to determine the customer's overall satisfaction with the services provided. It may prove beneficial, therefore, for the Respondent to verify that the contact information provided is up-to-date, and that the reference will be available during the period of time specified that the EDD will be validating references (see Key Action Dates).
- References should be someone who performed a management or supervisory role on the referenced project.
- Company references may not include employers or individuals currently working for the Respondent. The Company may not use the same reference nor the same project more than once.
- The EDD may be listed as one reference, but cannot be from anyone involved with this solicitation. Prior to using the EDD as a reference, contact the Procurement Official to ensure the reference is not a member of the State Assessment Team.
- All references must contain original or electronic signatures. Failure to provide the references may be cause for rejection of the Offer.
- If references are contacted, a total of two (2) attempts will be made to contact each reference, via phone call and/or e-mail, and a call back or response e-mail must be received within 24 hours. Failure to provide verifiable references may cause the Proposal to be rejected.

Subcontracting Requirements – Any subcontractor(s) that the Respondent engages to fulfill the requirements of this Agreement, which is expected to receive more than 10% of the value of the Agreement, must also submit two company references.

COMPANY NAME (RESPONDENT): Simple Solution Pvt Ltd

Note to Customer Reference: The Company above is providing you this customer reference form to verify your overall satisfaction of their performance. Performance will include scheduling, execution, and quality of personnel, coordination, communication, and the final outcome.

Customer Reference Company Name: XYZ Pvt Ltd

Customer Reference Contact Person and Title: Rajesh Shrivastav

Customer Reference Role with Respect to Respondent Company: ABC

Customer Reference Contact Address: Virginia United State

Telephone Number: 8448608230 Fax: 123-546-895 E-mail: yash@solution-s.com

Dates of Project: Start: 01/01/25 End: 01/06/25 Total Amount of Project: \$40000

Provide a brief description of the project management services, including planning, design, development, and implementation, performed by the Respondent:
