

Attachment C – Cellulosic Ethanol Pilot Facility PROPOSAL CHECKLIST (MANDATORY)

Proposal Title		Due Date	
Primary Contact (Prime Contractor)		Title	
Company		Phone	Fax
Address	City	State or Province	Zip
Secondary Contact		Title	
Company		Phone	Fax
Address	City	State or Province	Zip
The prime contractor must sign this form below.			
THE PRIME CONTRACTOR MUST ANSWER THE FOLLOWING QUESTIONS:			
Have you been indicted/convicted for a felony within the past 5 years? (if yes, explain on separate pg)			__ Yes __ No
Are you a Minority or Women-Owned Business Enterprise?			__ Yes __ No
Does your proposal contain Minority or Women-Owned Business enterprises as subcontractors?			__ Yes __ No
Is other public funding pending/awarded on this and/or very-similar topic (prior and/or competing proposals)? (if yes, explain on separate page)			__ Yes __ No
Have you retained, employed, or designated any person or organization to attempt to influence the procurement process with respect to this solicitation?			__ Yes __ No
If so, have you filed Contractor's Designated Contact(s) form for each such person or organization so retained, employed or designated?			__ Not Applicable __ Yes __ No
ON WHAT PAGE IN YOUR PROPOSAL CAN THESE ITEMS BE FOUND?			
1.0) Cover Letter/Abstract _____ 2.0) Project Description _____ 3.0) Financial Requirements and Capabilities _____ 4.0) Commercialization Plan _____ 5.0) New York Benefits _____ 6.0) Proposal Qualifications _____ 7.0) Statement of Work _____	8.0) Schedule _____ 9.0) Budget/Funding _____ Check to indicate that these attachments are completed and included: Attachment A - Standard Clauses for All State Contracts _____ Attachment B - New York State Department of Taxation and Finance Contractor Certification Form ST220 _____		
AUTHORIZED SIGNATURE			
I certify that the above information is accurate, and that the proposal requirements noted have been completed and are enclosed. I affirm that I understand and will comply with §139-j(3) of the State Finance Law. I understand that this proposal may be disqualified if the solicitation requirements are not met. I the undersigned am authorized to commit my organization to Part I and Part II of this proposal.			
Signature		Name	
Title		Organization	
Phone		Date	
NOTE: This completed form MUST be signed and attached to the front of all copies of your proposal.			