

Hidalgo County Purchasing Department

Contracts Management Division

Requirements Checklist

Bid Opening Date: October 7, 2020

Bid Opening Time: 9:30 AM

Department: Hidalgo County

Bid No.: 2020-018-10-07-SLG

Description: General Printing Services & Related Supplies

Checklist		Bidders		
No.	Item	Scott-Merriman, Inc.	Gateway	Gulf Data Products
1	Last Page of Legal Notice	X	X	X
2	Exhibit B - Bid Page (Printed Copy of Excel file)	X	X	X
3	Exhibit C - Insurance Requirement Acknowledgement Forms (pages 3 & 4)	X	X	X
4	Exhibit D - CIQ Form - Copy of County Clerk File Recording fee receipt (if applicable)	X	X	X
5	Exhibit E - Vendor/Bidder Application - W9 Form - HUB/DBE	X	X	X
6	Exhibit F - Certification Regarding Debarment	X	X	X
7	Exhibit H - Required Contract Clauses for Contracts Under Federal Award 2 - CFR 200, Appendix II & FEMA (if applicable)	X	X	X
8	Exhibit J - Proposer's Affidavit	X	X	X
9	SAM.gov Registration Acknowledgement	X	X	X
10	One (1) Original (original must be one (1) sided and clearly marked as original) and two (2) USBs in PDF format including Exhibit B-Bid Page Excel file in Excel format	X	X	No Excel File
11	Addendum No. 1	X	X	X
12	Addendum No. 2	X	X	X
13	Addendum No. 3	X	X	X