



**North Carolina Sheriffs' Association
Heavy Equipment Procurement Program
Bidder Qualification Checklist**

Please answer each of the following questions and include this checklist in your hard bid submission...

- 1) Is your dealership an authorized distributor for all products that are being bid?
YES _____ NO _____

Have you enclosed in your *Hard Bid Package* a letter from each manufacturer confirming your authorized status and that your dealership is in good credit standing?
YES _____ NO _____

- 2) Does your dealership have the financial means to successfully handle the contractual obligations for the NCSA contract?
YES _____ NO _____

Have you enclosed a banking reference and/or a complete financial statement showing your dealership's financial competency?
YES _____ NO _____

- 3) Are you aware that the NCSA reserves the right to conduct onsite inspections of your premises, including inventory? An inspection is to confirm your dealership's ability to administer and fulfill contractual requirements, provide replacement parts, and warranty service.
YES _____ NO _____

- 4) Are you aware that the NCSA reserves the right to award this bid in its entirety or in part, and to make any award determined by the NCSA to serve in the best interest of the NCSA?
YES _____ NO _____

- 5) Have you included a company summary outlining your overall operations, administrative capabilities, and customer service competencies?
YES _____ NO _____

Name: _____
Dealership: _____
Signature: _____
Date: _____