**Mandatory Proposer Qualifications**

The following requirements are Mandatory for any Proposer who submits a Proposal. Failure to comply with one or more of the Mandatory qualifications may disqualify the Proposer. A response to each item in Attachment B is a Mandatory qualification. **If the Proposer cannot agree to each item listed, the Proposer must so specify and provide the reason for the disagreement in Tab 3 – Assumptions and Exceptions – of the Proposer’s response.**

Conditions of the Proposal that have the word “must” or “shall” describe a Mandatory qualification.

**Form Instructions:**

* Check “Agree” or “Disagree” to each mandatory requirement.
* Fill out the Company Name.
* Print the name of the representative authorized to legally bind the company.
* Provide the signature of the individual authorized to legally bind the company.
* Date the form.

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| **Sect.** | **Qualification** | **Agree** | **Disagree** |
| 4.1 | Pursuant to Wis. Stat. § 16.705 (1r), the Services must be performed within the United States. | [ ]  | [ ]  |
| 4.2 | Proposer agrees that any work products developed by Proposer as part of the project described in this RFP (e.g. all written reports, drafts, presentation and meeting materials, etc.) shall become the property of ETF. | [ ]  | [ ]  |
| 4.3 | The Proposer has no conflict of interest with regard to any other work performed by Proposer for the State of Wisconsin. | [ ]  | [ ]  |
| 4.4 | The Proposer has not been suspended or debarred from performing federal or State government work. | [ ]  | [ ]  |
| 4.5 | During the past five (5) years, the Proposer has not been involved with any litigation alleging breach of contract, fraud, breach of fiduciary duty or other willful or negligent misconduct. Or during the past five (5) years, the Proposer has not been in bankruptcy or receivership. If a response of “DISAGREE”, provide details of any pertinent judgment, criminal conviction, investigation or litigation pending against the Proposer. | [ ]  | [ ]  |
| 4.6 | The Proposer shall meet all of the provisions and requirements of Section 5 Program Specifications. | [ ]  | [ ]  |
| 4.7 | The Proposer agrees to all terms and conditions listed in Section 9 Contract Terms and Conditions. | [ ]  | [ ]  |

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| Authorized Printed Name |  |  |
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| Authorized Signature |  | Date |