APPENDIX VIII

PROPOSAL FATAL CRITERIA

Bidder: _____

Reviewer: _____ **Date:** _____

The "fatal" criteria listed below must be fully met in order for the proposal to be considered for further evaluation. Failure to receive a "YES" response on any item may result in an automatic rejection of the proposal.

	ITEM	YES	NO
1.	Was the proposal received by the time and date specified in the RFP?	_____	_____
2.	Were all copies of the proposal delivered in an envelope or box that was securely sealed and clearly marked on the outside with the RFP title and the name of the bidder?	_____	_____
3.	Does the proposal include a signed statement certifying that the bidder has had no prior involvement with the Area Agency on Aging by performing a feasibility study concerning the scope of work contained in this RFP; by participating in the drafting of this RFP; or by developing a program similar to the ones contained in this RFP?	_____	_____
4.	Does the proposal contain a signed statement that the bidder agrees to all contract terms and conditions?	_____	_____
5	Does at least one copy of the Service Provider Summary Information page contain the required original signature of the person authorized to bind the agency to all contractual obligations?	_____	_____
6.	Does the proposal include signed commitment forms or a comparable document (i.e. letter from a funding source) guaranteeing the bidder's ability to provide adequate matching funds?	_____	_____