



Part D: Bid Bidder Checklist  
(Same for all IFB #015 Bid Commodities)

**Bidder Checklist.**

Have you remembered to?...

- Review all instructions, Part A: General and Terms and Conditions, and Part B: IFB Specifications to ensure your bid response complies?
- Identify any and all Special Terms and Conditions listed within the Part B: IFB Specifications
- Prepare your price in the specified unit of measure, F.O.B. Destination listed within the Part B: IFB Specifications?
- Indicate whether you can meet the delivery date listed within the Part B: IFB Specifications?
- Did you fill out and sign boxes 1 thru 8 at the bottom of Part B?
- Sign your bid response on Part C?
- Sign off as a resident or non-resident bidder on Part C?
- Sign off as Foreign or Oregon Domiciled bidder on Part C?
- Initial all changes and corrections?
- Mark the envelope as indicated with RFP#?