KUTZTOWN UNIVERSITY

Contractor's Qualification Form

NAME:

ADDRESS:

PRINCIPAL OFFICE (if different from address above)**:**

TYPE OF ORGANIZATION (circle appropriate category)**:**

Corporation
Partnership
Individual

FEDERAL ID NO:

TELEPHONE NO:

FAX NO:

WEBSITE ADDRESS (URL)**:**

POINT OF CONTACT NAME:

Title:

Email Address:

IS YOUR COMPANY CERTIFIED AS ONE OF THE FOLLOWING? IF YES, CIRCLE APPROPRIATE CATEGORY:

Minority Business Enterprise (MBE)

Women Business Enterprise (WBE)

Disadvantaged Owned Business

TYPE OF WORK (circle all that apply)**:**

General Construction
HVAC Construction
Plumbing Construction
Electrical Construction
Other (specify):

ORGANIZATION

1. **Number of years your company is in business as a contractor?**

2. **Number of years your company is in business under its current name?**

   a. What other or former names has your company used?

3. **If your company is a corporation:**

   a. Date of incorporation:
   b. State of incorporation:
   c. President's name:
   d. Vice-president's name:
   e. Secretary's name:
   f. Treasurer's name:

4. **If your company is a partnership:**

   a. Date of organization:
   b. Type of partnership (if applicable):
   c. Name(s) of general partner(s):

5. **If your company is individually owned:**

   a. Date of organization:
   b. Name of owner:

6. **If the form of your company is other than those listed above, describe it and name the principals:**

LICENSING

1. **List jurisdictions and trade categories in which your company is legally qualified to do business, and indicate registration or license numbers.**

2. **List jurisdictions in which your company's partnership or trade name is filed.**

EXPERIENCE

1. **List the categories of work that your organization normally performs with its own workforce.**

2. **Claims and Suits.** (If the answer to any of these questions is yes, provide details).

   a. Has your company ever failed to complete any work awarded to it?

   b. Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your company or its officers?

   c. Has your company filed any law suits or requested arbitration with regard to construction contracts with the last five years?

3. **Within the last five years, has any officer or principal of your company ever been an officer or principal of another company when it failed to complete a construction contract?** (If the answer is yes, attach details).

4. **List major construction projects your company has in progress, giving the name of the project, owner, architect, contract amount, percent complete and scheduled completion date.** (Use a separate sheet if necessary).

a. State total worth of work in progress and under contract:

5. **List the major projects your company has completed in the past five years, giving the name of the project, owner, architect, contract amount, date of completion and percentage of the cost of the work performed with your own workforce.** (Use separate sheet if necessary).

a. State average annual amount of construction work performed during the past five years:

REFERENCES

1. **Trade References:**

2. **Bank References:**

3. **Surety:**

   a. Name of bonding company:

   b. Name and address of agent:

CERTIFICATION

I state that (name of Bidder):

understands and acknowledges that the above representations are material and important, and will be relied on by the State System of Higher Education in awarding the contract(s) for which this bid is submitted. I understand, and my firm understands, that any misstatement shall be treated as fraudulent concealment from the State System of Higher Education of the true facts relating to the submission of this bid.

Signature:

Signatory's Name:

Signatory's Title:

Sworn to and subscribed before me this _____ day of _____ _____, _____.

Notary Public

My commission expires: