

## FINANCIAL AND TECHNICAL CAPABILITY DATA FORM

Before awarding any contract, the MCCS Contracting Officer must determine that a proposed Offeror is "responsible". As used here, the term "responsible" means the Contracting Officer can reasonably expect satisfactory contract performance. **A proposed Offeror must be able to obtain (1) adequate financial resources; (2) organization, experience, & technical skills needed; (3) production & facilities required; (4) a record of satisfactory performance; and (5) a satisfactory record of integrity.** A proposed Offeror must also be legally eligible and have sufficient capacity to perform as required, considering all business activities. The preceding information is needed to for this determination and will be treated as confidential. The Offeror must demonstrate responsibility to the full satisfaction of the Contracting Officer. **If the information is not provided or is incomplete, the Contracting Officer may not be able to find the Offeror responsible.**

1. FINANCIAL STATEMENT: Attach a copy of your current business financial statement (certified)
  
2. FINANCIAL: Provide information about the financial position of your firm:
  - a. What is your estimate of financing required to begin operation?  
\_\_\_\_\_
  - b. How will operation be financed? (Check one)  
 OFFEROR'S RESOURCES       USE OF BANK CREDIT
  - c. If Credit/Bank:  
NAME OF SOURCE                      \_\_\_\_\_  
CONTACT PERSON                      \_\_\_\_\_  
PHONE & FAX NUMBER                \_\_\_\_\_
  - d. List your DUN & Bradstreet Number (if assigned) \_\_\_\_\_
  - e. List your Bank, Financial, Credit Reference(s):
    - i. \_\_\_\_\_
    - ii. \_\_\_\_\_
    - iii. \_\_\_\_\_
    - iv. \_\_\_\_\_
  
3. BUSINESS ACTIVITIES: Include related Business/Contract with Government Agencies. Include name, type of business, years in operation, # of employees and complete address:
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
  - d. \_\_\_\_\_

4. PERFORMANCE REFERENCES: Please provide references that know your work. Include name, phone, a complete address, and former or current relationship.

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

5. AUTHORIZATION TO RELEASE INFORMATION: Enter information, sign and date.

**“I authorize all of the listed references to release financial and/or performance information or business data or records to MCCS Twentynine Palms upon request.”**

Name and title of Offeror: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_