Response Submittal Form

a form required to be completed by respondents to

City of Franklin, Tennessee

Purchasing Office Solicitation No.: 2014-017

Respondent's name, street address, and mailing address:	_____ _____ _____ _____
Respondent's contact person's name (printed), title, telephone number and e-mail address:	_____ _____ _____ _____
Does the respondent take any exceptions to the City's procurement solicitation?	☐ Yes, see enclosed. ☐ No, respondent takes no exceptions.
Are exceptions, if any, to the City's procurement solicitation listed separately, described, compared to the City's intention as expressed and implied by the City's solicitation documents and submitted?	☐ Yes, see enclosed. ☐ No, respondent takes no exceptions.
Are the City's preferred payment terms (net 30 days from date of delivery or date of invoice, whichever is later) acceptable to respondent?	☐ Yes. ☐ No, respondent requests the following payment terms: _____.
Last date (no sooner than May 31, 2014) that submittal is valid and may be accepted by the City:	_____
Method of payment – The City prefers to pay its vendors electronically, either by direct deposit (i.e., "ACH" or "Electronic Funds Transfer"), or by Visa credit card, rather than by conventional check. Which payment method would the respondent prefer?	☐ ACH or Electronic Funds Transfer. ☐ Visa credit card.

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Respondent's name:	_____
Are the following included with this Response Submittal Form in the submittal? • Detailed respondent-supplied statement of qualifications responsive to Request for Qualifications; • Identification, listing and description of any exceptions to the procurement solicitation; • Contact information for required references (see Request for Qualifications); • Standard Procurement Terms and Conditions of the City of Franklin, with the respondent's contact information inserted; • Respondent's terms and conditions, if any, that are not inconsistent with the City's Standard Procurement Terms and Conditions (note that initial responses to this procurement solicitation are not to include a proposed scope of services, and are not to indicate a proposed fee for services to be rendered); • Affidavit of Non-Collusion, executed in full; and • Affidavit of Title VI Compliance, executed in full.	☐ Yes, see enclosed. ☐ No, respondent chooses not to include the documents indicated.
Receipt acknowledged of any and all issued addenda to this solicitation:	☐ Addendum No. _____ received. ☐ Addenda Nos. _____ received. ☐ No addenda received.
Signature of respondent's authorized representative: I have received and read, and do understand and consent, to all instructions, terms and conditions, including those imposed by reference, which apply to this procurement solicitation and compliance with which is required as a condition precedent to consideration of the response submitted herewith.	_____ (signature)
Title of respondent's authorized representative:	_____
Date of signature:	_____