

### **Bidder Qualification to be Deemed Responsible**

Bidder must have been in business and provide laundry and linen services similar in requirements and scale to those described in this Invitation for Bid for a minimum of three (5) years.

The bidder must provide 3 references that the vendor has contracts with providing the same scope of services.

#### **Registration with Mississippi Secretary of State**

By submitting a bid, the bidder certifies that it is registered to do business with the Mississippi Secretary of State or, if not already registered, that it will do so within seven (7) business days of being notified by the PSCRB that it has been placed on the preapproved list.

#### **Insurance**

Each successful bidder shall maintain insurance which, at a minimum, shall include the following types of insurance and coverage limits:

- **Proof of insurance** must be submitted with bid form.
- **Comprehensive General Liability or Professional General Liability** - \$1,000,000 each occurrence for bodily injury, personal injury, accidental death, and property damage, with the State of Mississippi added as an additional insured;
- **Workers' Compensation** as required by the State of Mississippi; and
- **Employee Dishonesty Insurance or Fidelity Bond Insurance** with third party liability coverage and with limits of \$1,000,000.

All insurance policies will list the MDPS as an additional insured and upon request, the vendor will provide copies of any insurance documentation to the Contracting Agency.

All insurance policies shall be issued by companies authorized to do business under the laws of the State of Mississippi, meaning insurance carriers must be licensed or hold a Certificate of Authority from the Mississippi Department of Insurance.

The MDPS may reserve the right to request from carriers, certificates of insurance regarding the required coverage.

## REFERENCE REQUIREMENTS

*(Bidder must supply at least three (3) references and locations of purchasers for similar services within the last three years.)*

Reference # 1

Company Name:

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Company Address:

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Telephone Number:

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Company Contact Representative Name:

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Reference # 2

Company Name:

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Company Address:

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Telephone Number:

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Company Contact Representative Name:

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Reference # 3

Company Name:

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Company Address:

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Telephone Number:

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Company Contact Representative Name:

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