

**Appendix B – Minimum Qualification Form**  
**103-20 JEA ITN Water and Wastewater Materials for JEA Inventory Stock**

**GENERAL**

THE MINIMUM QUALIFICATIONS SHALL BE SUBMITTED ON THIS FORM. IN ORDER TO BE CONSIDERED A QUALIFIED BIDDER BY JEA YOU MUST MEET THE MINIMUM QUALIFICATIONS LISTED BELOW, AND BE ABLE TO PROVIDE ALL THE SERVICES AND MATERIALS LISTED IN THIS SOLICITATION.

THE RESPONDENT MUST COMPLETE THE RESPONSE INFORMATION SECTION BELOW AND PROVIDE ANY OTHER INFORMATION OR REFERENCE REQUESTED. THE RESPONDENT MUST ALSO PROVIDE ANY ATTACHMENTS REQUESTED WITH THIS MINIMUM QUALIFICATIONS FORM.

BY SIGNING THIS FORM, THIS IS YOUR CONCURRENCE THAT YOU MEET MINIMUM QUALIFICATIONS FOR SUBMISSION OF A RESPONSE.

**RESPONDENT INFORMATION**

COMPANY NAME: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP CODE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

PRINT NAME OF AUTHORIZED REPRESENTATIVE: \_\_\_\_\_

SIGNATURE OF AUTHORIZED REPRESENTATIVE: \_\_\_\_\_

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE: \_\_\_\_\_

**MINIMUM QUALIFICATIONS FOR SUBMISSION**

Respondent shall meet the following Minimum Qualifications to be considered eligible to submit a Response to this IFB. A Respondent not meeting all of the following criteria will have their Response rejected:

- The Respondent must be the approved manufacturer or authorized distributor of the items listed in the Appendix B - Bid Response Workbook.
- The Respondent must bid 90% of the items listed in the Appendix B - Bid Response Workbook in order to be eligible for award.
- The Respondent must provide a lead-time not to exceed the following
  - 28 calendar days for all inventory items identified as “Priority One – Inventory” in the Appendix B - Bid Workbook.
  - 56 calendar days for all inventory items identified as “Priority Two – Inventory” in the Appendix B - Bid Response Workbook.
  - 14 calendar days for all inventory items identified as “Full Service” in the Appendix B – Bid Response Workbook.