## OFFICE OF THE STATE COMPTROLLER

## CONTRACT CERTIFICATION FORM FOR QUICK CONTRACT PROCESSING

• •	Contract: Commodity □ Service □ Technology	☐ Printing ☐ Equipment
Busines	s Unit # / Name:	
Departn	nent ID / Name:	
Contrac	etor Name:	
Contrac	t Number:	Contract Amount:
Ce	rtification:	
I, _	, a	
	Agency Officer , a	Title
for	·	, have reviewed this contract entered into
	Agency Name	
on		
	Date	
and	d under penalty of perjury certify to the follow	ing:
1.	The contract information listed above is corre	ect.
2.	The Procurement Record Checklist is attached Procurement Guidelines) and is fully complete	1 0 1
3.	The IFB specifications were written to solicitudirecting an award to a particular vendor.	t competition, and not with the intention of
4.	were received; (ii) award was made to the low the stated Method of Award; (iii) no bidder, was disqualified; (iv) no bid, that would other no bid which would otherwise been a low bid	who otherwise would have been a low bidder, erwise have been a low bid, was rejected; (v)
5.	Where applicable, the requirements of New Preferred Source Guidelines were complied advised and has not objected to the agency's	•
6.	The procurement opportunity was advertised <i>Contract Reporter</i> and a copy of that advertise	·
7.	The award of this procurement was based up all State and other applicable law, rules, regu	on a formal competitive bid, and conforms to lations, and established policies.

8.	The IFB contains all the necessary and required clauses (i.e., Appendix A, non-collusive hidding certification, MacBride certification, and M/WBE participation goals)		
	The IFB contains all the necessary and required clauses (i.e., Appendix A, non-collusive bidding certification, MacBride certification, and M/WBE participation goals).		
9.	The bid and contract have been properly executed and signed by the appropriate parties.		
10.	Where applicable, all required bonds, insurances, and other documents have been, or will be, submitted to the agency named above prior to commencement of the contract.		
11.	No known or written protest or other objection, known to the certifier upon duly diligent research with respect to award of this purchase order/contract, has been filed with the procuring agency.		
12.	2. All information provided with respect to Chapter 1 of the Laws of 2005 regarding Procurement lobbying requirements is complete, true, and accurate. All Chapter 1 requirements have been met and the appropriate documentation is attached.		
13. If procuring equipment or services, the boilerplate agreement being used is an:  ☐ OSC Boilerplate ☐ OSC Approved Agency Boilerplate			
14.	The certifier named below is authorized to sign contracts on behalf of the agency/authority.		
Ceı	rtifier Signature		
 Tit	le		
 Da	<u>te</u>		