TENDER RESPONSE CHECKLIST

(The Tender must contain as a minimum, but not necessarily be constrained to, the items listed in the Table below)

ITEM REQUIREMENT	REFERENCE	DATE REQUIRED BY	SUBMITTED (Y/N)	REFERENCE IN TENDER / ADDITIONAL COMMENT
Covering Letter				
Response to Security Aspects Letter to enable company to receive Official Sensitive (previously "RESTRICTED") project data.	1.1	Requested to be completed prior to attendance at Bidders Conference		
Confirm receipt of Tender	1.2 Covering Letter	Within 2 weeks of receiving tender		
Volume 1 - Executive Summary Response				
Executive Summary	DEFFORM 47 para D4	With Tender Return		
Volume 2 - Technical Tender Response				
Chapter 1 – SOW	DEFFORM 47 para D10	With Tender Return		
Chapter 2 – MAOS Exposition	DEFFORM 47 para D15	With Tender Return		
Chapter 3 – Technical Tender Evaluation Matrix	DEFFORM 47 para D18 and 2.1	With Tender Return		
Volume 3 - Commercial Tender Response				
Chapter 1- DEFFORM 47 Annex A Tender Submission Document (Offer)	Annex A to DEFFORM 47 1.3 of ITT	With Tender Return		
Chapter 2- Completed Ts&Cs Compliance Matrix	2.2 In response to the draft Contract at 3.1	With Tender Return		
Chapter 3- Finance/Pricing Information	DEFFORM 47 para D29 and 2.3 of ITT			
Other Information- ITT Amendments statement, Tender Response Checklist (This document), IPR Issues, Commercial Arrangements, Cooperation	DEFFORM 47 para D34	With Tender Return		

Annexes to Draft Contract not covered elsewhere Annex D- MAA RA Compliance Matrix Annex E2- Rates Annex H- GFA List	3.4 Draft Contract Annexes	With Tender Return		
DEFCON 110- Completed Schedule of Requirements	3.1	With Tender Return		
Statement Relating to Good Standing	DEFFORM 47 para F19	Within 14 Days of Receipt of Tender		
Other				
Confirmation of attendance and details provided for attendance at Bidders Conference	DEFFORM 47 Section B Key Activities	In accordance with Invitation to Bidders Conference to be sent following ITT issue.		