

OPTIONAL SITE VISIT VERIFICATION FORM**Solicitation Number:** _____**Project Title:** Janitorial Services**Facility:** _____

VENDOR INFORMATION**Offeror (Company Name):** _____**UEI:** _____**Primary Point of Contact:** _____**Phone:** _____**Email:** _____

SITE VISIT ATTENDEE**Name of Individual Attending Site Visit:** _____**Title:** _____**Company Represented:** _____☐ Prime Contractor☐ Subcontractor

If attending as a subcontractor:

Name of Primary Contractor Being Represented: _____

SITE VISIT INFORMATION**Date of Site Visit:** _____**Time:** _____**Government Point of Contact Conducting Site Visit:** _____**Facility/Building(s) Visited:** _____

OFFEROR ACKNOWLEDGMENT

By signing below, the Offeror acknowledges that:

☐ A representative attended the optional site visit identified above.☐ The representative had the opportunity to observe the facility and ask questions regarding the required janitorial services.☐ The representative understands the general scope of work, including the areas requiring cleaning, building layout, access considerations, and site conditions relevant to preparing the quotation.☐ If the attendee is a subcontractor, the attendee will communicate all relevant site visit information to the identified Prime Contractor.

The Offeror understands that this form documents completion of the optional site visit only. It does not constitute Government approval of the Offeror's understanding of the work, nor does it modify the solicitation requirements.

VENDOR CERTIFICATION

Vendor Representative Name (Printed): _____

Signature: _____

Date: _____

GOVERNMENT VERIFICATION

I verify that the individual identified above attended the optional site visit for this solicitation.

Government Representative (Printed Name): _____

Title: _____

Signature: _____

Date: _____

FOR SOLICITATION SUBMISSION

Offerors intending to receive evaluation credit for completion of the optional site visit shall include this completed and signed form with their quotation submission. Failure to include this completed form may result in the Offeror not receiving credit under the Site Visit evaluation criterion.