



## COMPANY PROFILE FORM

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This document comprises the following Sections:

Section I: Company Information

Section II: Product or Service Details

Section III: Company Experience; Professional and Technical Staff

Section IV: Customer experiences

**Note:** In addition to this form, respondents may submit their standard company profile brochures.

#### SECTION I

| Company Information        |              |              |
|----------------------------|--------------|--------------|
| <i>Vendor Name</i>         |              |              |
|                            |              |              |
| <i>Company Description</i> |              |              |
|                            |              |              |
| Contact Information        |              |              |
| <i>Primary Contact</i>     | <i>Phone</i> | <i>Email</i> |
|                            |              |              |

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**SECTION II**

| <b>Product or Service Details</b> |   |
|-----------------------------------|---|
| <b>Details</b>                    | <i>Provide a detailed description of the product or service your company delivers</i>     |
|                                   |   |
| <b>Capabilities</b>               | <i>Provide more information about the benefits and capabilities your company provides</i> |
|                                   |   |

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**SECTION III**

| <b>COMPANY EXPERIENCE, PROFESSIONAL AND TECHNICAL STAFF</b> |  |
|---|--|
| <b>Relevant Experience</b>                                  | <i>Provide any information about previous experiences, clients, or success stories a minimum of 3 examples</i> |
|   |  |

|                                    |   |
|------------------------------------|---|
|                                    |   |
| <p><b><i>Key Personnel</i></b></p> | <p><b><i>Provide a List of key personnel and their experience, certifications and/or skills</i></b></p> |
|                                    |   |

The respondent may attach documentation to support this section in lieu of completing this section.

Please indicate that documentation has been attached above.

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**SECTION IV**

| <b>CUSTOMER EXPERIENCES</b>    |  |                       |              |              |
|--------------------------------|--|-----------------------|--------------|--------------|
| <b>Professional References</b> | Provide information for at least three (3) recent clients including name and contact information (e-mail and phone). Attach corresponding reference letters to your submittal. |                       |              |              |
|                                | <i>Project</i>   | <i>Date Completed</i> | <i>Phone</i> | <i>Email</i> |
|                                |  |                       |              |              |
|                                |  |                       |              |              |
|                                |  |                       |              |              |