[Insert agency logo here]

**Exhibit B – Performance Requirements**

|  |  |
| --- | --- |
| Competitive Solicitation: | No. \_\_\_\_\_\_\_ – \_\_\_\_\_\_\_\_\_\_\_ |
| Bidder: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Type/print full legal name of bidder company |

**Instructions**:

Bidders submitting a proposal must complete and submit an Exhibit B for evaluation purposes.

**Performance Requirements**: Bidder must respond to each requirement as noted in the instructions below.

1. Review all requirements, priorities and provided definitions:

* *Mandatory Pass/Fail (M):* Minimum requirement; Bidder that does not meet this requirement will not be considered any further.
* *Mandatory Scored (MS):* Critical requirement; evaluators will score based on the degree to which Bidder's response meets the requirement.
* *Desirable Scored (DS):* Desirable requirement; evaluators will score based on the degree to which Bidder's response meets the requirement.

1. Using the ***Bidder Meets Requirement*** column, Bidder must select either a "Yes" or "No" to indicate the Bidder's ability to meet the requirement.  **Any entry that is not either a "Yes" or "No", may be deemed non-responsive and will not be considered any further.**
2. Bidder must respond in the ***Written Response*** column for every requirement that indicates a "Written Response Required”.  **Written responses must not reference any material present elsewhere.  The written response shall be considered complete and stand on its own merits or may be deemed non-responsive.**

| **Performance Requirements and Factors** | | | | | |
| --- | --- | --- | --- | --- | --- |
| **REQ ID** | **Performance Requirement and**  **Stated Business Need** | **Points Available** | **Priority** | **Bidder’s Compliance** | **Written Response** |
| 1. |  | \_\_\_points  OR  Pass/Fail | MS | Yes  No | Written Response Required. |
| 2. |  |  |  | Yes  No |  |
| 3. |  |  |  | Yes  No |  |
| 4. |  |  |  | Yes  No |  |
| 5. |  |  |  | Yes  No |  |

Return this exhibit to Procurement Coordinator at:  
\_\_\_\_\_\_\_\_\_\_\_\_@\_\_\_.wa.gov