

Sourcing Event: 0000005617
Attachment 4
Proposer Information, References and Release of Liability

Part I
Proposer Information

Name of Firm:	
Headquarter Address:	
Phone No.:	
Toll Free Phone No.:	
Contact Name & Title:	
E-mail:	
SF Supplier Number:	
Federal Tax ID	
Payment Terms:	
Person Preparing Bid:	
Local Representative Name and Number:	
Warehouse Address:	

Contact Information for Placing Orders:

Telephone	
Fax	
Email	
Website	
24-hour Emergency Number	

Part II
References

All proposers, including current Contractor, must provide references of a least three organizations of the approximate size and volume comparable to commodities and/or references described in this solicitation. Upon request, successful proposer(s) may also be required to submit a letter of reference from each reference listed within five (5) days of notification. Failure to do so may result in rejection of proposal.

1. Name of Company	
Address (street, city, state, zip)	
Contact	
Phone No.	
Email	
Number of Years Providing Service	

2. Name of Company	
Address (street, city, state, zip)	
Contact	
Phone No.	
Email	
Number of Years Providing Service	

3. Name of Company	
Address (street, city, state, zip)	
Contact	
Phone No.	
Email	
Number of Years Providing Service	

Part III
Release of Liability – For References

The undersigned hereby fully and forever release, exonerate, discharge and covenant not to sue the City, its commissions and boards, officers and employees, and all individuals, entities and firms providing information, comments, or conclusions ("Reference Information") in response to inquiries that the City may make regarding the qualifications or experience of a Prime proposer, proposed joint venture partner, proposed subconsultant or proposed key/lead team member in connection with the selection process for Sourcing Event 0000005617 (the Development of a Grants Management System for the San Francisco Arts Commission's grants team) from and for any and all claims, causes of action, demands, damages, and any and all liabilities of any kind or description, in law, equity, or otherwise arising out of the provision of said Reference Information. This Release and Waiver is freely given and will be applicable whether or not the responses by said individuals, entities or firms are accurate or not, or made willfully or negligently.

Company Name

Signature of Authorized Representative of Company

Date

Print Name and Title

Part IV. Certification of Truth, Accuracy, and Completeness

I certify that based on information and belief formed after reasonable inquiry, the statements and information contained in this submittal are true, accurate, and complete.

Company Name

Signature of Authorized Representative of Company

Date

Print Name and Title