Ministry of Justice
Department Responsible: Department of Corrections
Request for Proposal No.: DOC-WG-26

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		
Vendor Name		
Company Description		
Contact Information		
Primary Contact	***Phone***	***Email***

SECTION II

Product or Service Details	
Details	***Provide a detailed description of the product or service your company delivers***
Capabilities	***Provide more information about the benefits and capabilities your company provides***

SECTION III

COMPANY EXPERIENCE, PROFESSIONAL AND TECHNICAL STAFF	
Relevant Experience	***Provide any information about previous experiences, clients, or success stories a minimum of 3 examples***

Key Personnel	***Provide a List of key personnel and their experience, certifications and/or skills***

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

Please indicate that documentation has been attached above.

SECTION IV

CUSTOMER EXPERIENCES				
Professional References	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.			
	Project	***Date Completed***	***Phone***	***Email***