



STATE OF ALASKA  
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

**REQUIRED DOCUMENTS**

State Funded Contracts

**REQUIRED FOR BID.** Bids will not be considered if the following documents are not completely filled out and submitted at the time of bidding:

1. **Bid Forms**
  - a. **Bid Cover Sheet**
  - b. **Bid Schedule**
  - c. **Bid Attachments (as applicable)**
  - d. **Addenda Acknowledgement**
  - e. **Bidder's Acknowledgement and Certification**
2. **Bid Security**

**REQUIRED FOR BID MODIFICATIONS.**

3. **Bid Modification (Form 25D-16)**

**REQUIRED FOR CLAIMED PROCUREMENT PREFERENCE.** The Department will not consider a claimed procurement preference unless a bidder submits the appropriate, signed certification(s) for the claimed preference at the time of bidding:

4. **Alaska Bidder Preference Certification (Form 25D-19)**
  5. **Alaska Veteran Preference Certification (Form 25D-17)**
  6. **Alaska Products Preference Certification (Form 25D-20)**
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**REQUIRED AFTER NOTICE OF APPARENT LOW BIDDER.** The apparent low bidder is required to complete and submit the following document within 5 working days after receipt of written notification:

1. **Subcontractor List (Form 25D-5)**
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**REQUIRED FOR AWARD.** In order to be awarded the contract, the successful bidder must completely fill out and submit the following documents within the time specified in the intent to award letter:

1. **Construction Contract (Form 25D-10A) or (Form 25D-10H), as applicable.**
2. **Payment Bond (Form 25D-12)**
3. **Performance Bond (Form 25D-13)**
4. **Contractor's Questionnaire (Form 25D-8)**
5. **Certificate of Insurance (from carrier)**
6. **Bidder Registration (Form 25D-6) Bidders must register annually with the Civil Rights Office in order to be eligible for award.**