

MULTIPLE AWARD MASTER CONTRACT REQUEST FOR QUOTE

QUOTES MUST BE RETURNED BY: Click or tap to enter a date.

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| AGENCY: Click or tap here to enter text.  |
| ADDRESS: Click or tap here to enter text.  |
| CITY/STATE/ZIP: Click or tap here to enter text.  |
| CONTACT: Click or tap here to enter text.  |
| PHONE: Click or tap here to enter text.  |
| FAX: Click or tap here to enter text.  |
| EMAIL: Click or tap here to enter text.  |
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| Item # | Agency Specifications and Requirements:  | Qty. |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |

NOTE: To add additional lines put cursor at right side of the end of the row and hit enter. |
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| **VENDOR QUOTE** |
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| --- | --- | --- | --- | --- | --- | --- | --- |
| Item # | Manufacturer Name and Model | Technical Specifications | BidBuy Item Number\* | Qty | Unit Price | Min/Max. Qty Unit Price Guaranteed | Extended Price\* |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |

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| NOTE: To add additional lines put cursor at right side of the end of the row and hit enter. |
| \* This column corresponds to the Item Number from the vendor pricing list in BidBuy. |
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| VENDOR NAME: Click or tap here to enter text.  |
| VENDOR BIDBUY #: Click or tap here to enter text. |
| VENDOR’S QUOTE TOTAL: Click or tap here to enter text.  |
| ESTIMATED DELIVERY TIME: Click or tap here to enter text.  |
| DATE: Click or tap to enter a date.  |
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| **Notes to Vendor**:Vendor may attach separate page describing this proposal for supplies or services. Vendor will be chosen taking into consideration the Agency’s need and pricing.  |
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| \*IF THIS FORM IS NOT FILLED OUT IN ITS ENTIRETY, THE QUOTE MAY NOT BE CONSIDERED.\* |