

**WESTFIELD STATE UNIVERSITY
 BID MEMORANDUM FORKLIFT 2017-022**

TO: Chris Raymond
 FROM: Procurement Department
 DATE: April 20, 2017
 RE: Bid # 2017-022 Forklift

The attached bids were received, opened and publicly read at 2:30 pm (time) in the Procurement Department office on April 20, 2017 (date). This form must be returned to purchasing with your recommended action(s).

VENDOR	W-9, NI, T&C	T A X C O M P	PRICE	TRADE IN	STEEL CAB INCLUDES HEATER DEFROSTER FAN W/REMOVABLE STEEL DOORS	NET PRICE DELIVERED	ESTIMATED DELIVERY DATE
Summit Toyota Lift <i>Handling Toyota</i>	✓ ✓ ✓	✓	31,909.68	Rebate - 2000. 2000.	4284.80 <i>4/25/17</i>	22,194.48	8-12 weeks
NITCO <i>Hyster</i>	✓ ✓	✓	31,480.	1500.	7074 9752 <i>CHH</i>	24732 19,980.	<i>CHH</i> <i>starlift</i> in stock now
Starlift Equipment							
Tri Lift Inc <i>Mitsubishi</i>	✓ ✓	✓	31,701.70	1500.	6,556.	36,757.70	06/29/17

Note: Procurement must receive and approve of your bid recommendation prior to bid award.

To: Procurement Officer

From: CHRISTOPHER H. RAYMOND

Recommended Action: purchase base model from NITCO in FY17, CAB FY18
 (Bidder name must be stated if you are recommending a bid award)

Signature: *[Signature]* Date: 4/28/17

Bids opened by: *[Signature]* Witnessed by: *[Signature]*

Date and Time: 04-20-17 @ 2:30 pm