Westfield State University is seeking bids for: **Bus Transportation for New York City**

**Reg. No.: Bid # 2018-003**

**Opening:** **August 08, 2017 @ 2:30 PM**
Bids must be in the Procurement Office before the opening date and time noted above at which time they will be publicly opened and read.

**Department:** **Student Government Association (SGA)**

**Contact:** Chris Raymond (413) 572-5243 (craymond@westfield.ma.edu)

**Delivery:** Free of all charges to: Westfield State University, 577 Western Avenue, Westfield, MA 01086-1630

- Please submit **2 copies of your bid**.
- Faxed bids are accepted at (413) 572-5610. If you are using an envelope the **bid number must be listed on the outside of the envelope**.
- Your bid may be rejected if all blanks are not filled in.
- Please return this form even if no bid.

**It is incumbent upon the responder to ensure the bid arrives in the Procurement Office on time.**

Westfield State University reserves the right to reject any or all bids.

Full award is contingent upon availability of funding.

All Prices must be submitted on a net basis. Cash trade and quantity discounts must be figured in new prices submitted. Bids must show unit, extended and total prices.

Bid must be signed in ink.

Firm Name __________________________________ Street ______________________________

Name (printed) __________________________________ City, State, and Zip __________________

Signature ________________________________ Telephone # ____________________________

Fax # ______________________________ Email ______________________________

Federal ID # __________________________ [9 character Federal Employee Identification number (issued by the IRS)]