



Procurement Office
333 Western Avenue Building 333
Westfield, Massachusetts 01086-1630
Fax (413) 572-5610

THIS IS NOT AN ORDER

Date: February 15, 2019

Westfield State University is seeking responses for: Consultant Services: Comprehensive Studies

WSU RFP No.: 2019-011

Opening: March 6, 2019 @ 2:30 PM

RFPs must be in the Procurement Office before the opening date and time noted above at which time they will be opened and read.

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

Department: Institutional Advancement

Contact: Steve Scibelli @ sscibelli@westfield.ma.edu

Delivery: Free of all charges to: Westfield State University, 577 Western Avenue, Westfield, MA 01085

Please submit 1 original and 2 copies of your response.
Please return this form even if no bid.

The RFP number must be listed on the outside of the envelope.

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)]