

FOIL - Detailed Request for Bids/RFPs

In order to facilitate your request, please indicate the documents you require below, Thank you.

Bid Number: _____

Bid Name: _____

Check Here	Document Type	Clarification of Document Description
	Tabulation Sheet *	An accounting of bids received at the bid opening, includes a check list of required documents and notes.
	Submitted Bids *	The actual bids submitted from each responding bidder.
	Analysis **	Shows an analysis of bids for each item ranked lowest to highest.
	Awards**	Shows each item and awarded vendor.
	Other – Please specify:	

* - Not available in electronic format, Cost per copy is \$0.25

** - May not be available in electronic format, Varies from bid to bid, Cost per copy is \$0.25

For items available in electronic format, the BOCES will respond back to you with an approximate date for release of the requested documents.

For items not available in electronic format, the BOCES will respond back to you with an approximate date of when the amount required for duplicating the documents will be provided. Receipt of payment must be made prior to reproduction of any documents.

Requestor's Signature

Date: _____

Company Name