



Purchasing Department
797 Westminster Street
Providence, RI 02903-4045
tel. 401.456.9264
fax 401.456.9252
www.providenceschools.org

ITEM DESCRIPTION: **Forms Management Strategy – Three Year Contract (FY24-FY26)**
DATE AND TIME TO BE OPENED: **Thursday, June 8, 2023 at 1:00PM**
PRE-BID CONFERENCE (IF APPLICABLE): **None**

SUBJECT MATTER EXPERT (NAME): **Rose Lorenzo**

SUBJECT MATTER EXPERT (EMAIL): **Rose.Lorenzo@ppsd.org**

QUESTION DEADLINE: **Thursday, May 25, 2022 at 4:30PM**

11. Only one shipping charge will be applied in the event of partial deliveries for blanket or term contracts.
12. For contracts involving construction, alteration and/or repair work, the provisions of State Labor Law concerning payment of prevailing wages apply (See R.I. General Law [Section 37-13-1](#) et seq. as amended).
13. All proposals will be disclosed at the opening date and time listed above. After a reasonable lapse of time tabulation of proposals may be viewed on the Providence Public School's website (<https://www.providenceschools.org/Page/4634>)
14. Awards will be made within ninety (90) days of the proposal opening. All proposal prices will be considered firm, unless qualified otherwise. Requests for price increases will not be honored.
15. No goods should be delivered and no work should be started without a Purchase Order from
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BID FORM 1: BIDDER INFORMATION

Agree to Bid on: **Forms Management Strategy – Three Year**

Name of Bidder (Firm or Individual): _____

Business Address: _____

Contact Name: _____

Contact Email Address: _____

Contact Phone Number: _____

Delivery Date: _____

Signature of Representation

Title

