Department Name:	
Proposed Name of Bid:	
Requestor Information:	
Funding Source (Acct. or Index):	
Specifications and/or Quantities	(If more space is needed, please attach/include supporting documents):
	nclude a valid email and phone number: willing to use a specific contractor, please do not list them
-	ness days to completely process and return to the department.
Supervisor Signature:	Date:

*All purchases of 50k and above, should be signed by one of the following: