

Request for Proposal	Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100 Direct all inquiries regarding this order to: (304) 696-3157	RFP# MU20STFE
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Vendor: Phone:	For information: Buyer: Tracey Brown-Dolinski Office of Purchasing browndolinsk@marshall.edu and purchasing@marshall.edu
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Sealed requests for proposals furnishing services described below will be received by the Institution. TO RECEIVE CONSIDERATION FOR AWARD, UNLESS OTHERWISE NOTED, THE PROPOSAL WILL BE SUBMITTED ON THIS FORM IN ORIGINAL, SIGNED IN FULL INK, AND NUMBER OF COPIES REQUESTED IN THE PROPOSAL, RECEIVED HAVE A DATE/TIME STAMP AFFIXED AND SUBMITTED IN BONFIRE BY PROPOSAL OPENING TIME AND DATE. The Institution reserves the right to accept or reject proposals separately or as a whole, to reject any or all proposals, to waive informalities or irregularities and to contract as the best interests of the Institution may require. PROPOSALS ARE SUBJECT TO THE GENERAL TERMS AND CONDITIONS AS SET FORTH HEREIN.

DATE 6/5/2019	DELIVERY REQUIREMENTS	DEPARTMENT REQUISITION NO.	Proposal OPENS: 3:00pm 6/25/2019	BIDDER MUST ENTER DELIVERY DATE FOR EACH ITEM BID
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Item #	Quantity	Description	Unit Price	Extended Price
<p><u>Addendum No. 4</u></p> <p>The purpose of this addendum is for an optional pre-proposal Teleconference meeting:</p> <p>Date: June 12, 2019 Time: 10:00am</p>				

To the Purchasing Department,

In compliance with the above, the undersigned offers and agrees, if this offer is accepted within ____ calendar days (30 calendar days unless a different period is inserted by the purchaser) from the proposal open date, specified above, to furnish any or all items upon which prices are offered, at the price set opposite each item, delivered at the designated point(s), within the time specified.

Proposer guarantees shipment from _____

within _____ days

FOB _____ After receipt of order at address shown

Terms _____

Proposer's name
Vendor _____

Signed By _____

Typed Name _____

Title _____

Street Address _____

City/State/Zip _____

Date _____

Phone _____

Fax _____

Fein _____

BOG 43

Pre-Proposal Tele-Conference

An optional Pre-Proposal Tele-Conference will be held on 6/12/19 at 10 a.m. Please use one of the methods below to access the Tele-Conference:

1. Web Access: <https://marshall.zoom.us/j/718895539>

2. One tap mobile

+16468769923,,718895539# US (New York)

+16699006833,,718895539# US (San Jose)

3. Dial by your location

+1 646 876 9923 US (New York)

+1 669 900 6833 US (San Jose)