

PLYMOUTH STATE UNIVERSITY
of the University System of New Hampshire
Purchasing & Contract Services - MSC 35
 PH: (603) 535-2246~FAX: (603) 535-2711

BID REQUEST FORM

Name of Requestor: _____ **Phone:** _____

Department: _____ **Fax:** _____

E-mail: _____

Brief description of goods/services requested (if goods include quantity, color, sizes, model #): _____

Requested Delivery or Project Start and End dates: _____

Estimated Cost: \$ _____

Amount Budgeted: \$ _____

Funding Source (Fund/Org /Account Code): _____

Contact Information for recommended bidders (attach additional if available):

Company Name:				
Company Address:				
Contact Name:				
Telephone:				
Fax:				
E-mail:				