

Scott County Administration
Purchasing Division
600 West Fourth Street, Davenport, Iowa 52801-1030

REQUEST FOR QUOTATION
Scott County Requisition No. **19473**
Bidders need to complete and submit this form.

Submission Date 7/16/2019	10:00 a.m.
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Qty	Description
60 cases	#10 Window Envelopes, White Wove, 30% PCW, 2500/case(5 boxes per case) <u>Flap needs to be minimum 1 ½”at web curved</u> (current envelope is side seam, either diagonal or side seam is acceptable-flap size is critical requirement)
60 cases	#10 Regular Envelopes, White Wove, 30% PCW, 2500/case(5 boxes per case) <u>Flap needs to be minimum 1 ½”at web curved</u>
	This is a plain envelope, no printing, no security requirements, position of window is lower left side, no self-sticking
Option requested	Option: 80 cases of each
	Include price per case and total including delivery in quote
	Submit responses to <u>www.publicpurchase.com</u>
	Deliveries preferred on Friday mornings between 9:00 and 11:00 am at warehouse location (forklift available if cases are palletized) (warehouse has large overhead door-no dock)
	Please register at <u>www.publicpurchase.com</u>
	price quotation good for 60 days
	Delivery Included –all to one Davenport location, zip code 52807
	From time to time it may be necessary to change or modify a request for purchase. If you have received this request from any other source other than direct fax or email from Scott County, it is your responsibility to check for updates and/or changes to the request. If you would like to receive automatic updates please register your company in our vendor data base by using our website, <u>www.scottcountyiowa.com</u>

Scott County reserves the right to accept the bid from the lowest responsible bidder.

Quote submitted by:

Released by:
(Scott County Use Only)

Name

Date: 7/2/2019
Time: 11:00 a.m.

Title

Company

PLEASE NOTE:
Bidders must provide an estimated delivery date in their bid response!

Date

Company Contact Information:	Phone:	
	E-Mail:	

“By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa.”