

**Request for Quotes
T-Shirts Welcome Week 2017
6-2017/2018**



PENSACOLA
STATE COLLEGE

Due: September 6, 2017 @ 2:00 PM, Local Time

Pensacola State College hereby extends an invitation to quote for the above referenced project for Pensacola State College, as specified in this quotation request. All terms and conditions, included hereafter, are part of this quotation request. Any quotation failing to comply with all of these terms and conditions may not be accepted. Rights are reserved to reject any and all quotations and to waive any and all technicalities.

Directions for submitting quotations include the following:

1. All quotations must be emailed to purchasing@pensacolastate.edu no later than the date and time indicated above and shall be clearly marked in the subject line indicating the above referenced Request for Quote.
2. Price, quality, specifications and time of guaranteed delivery will be determining factors in the awarding of this quotation. All quotation prices shall be F.O.B. Pensacola State College. Quotations may be awarded or rejected at the discretion of Pensacola State College. Prices shall remain firm for 30 days.
3. If equivalent products are offered, the manufacturer's name and model number shall be clearly indicated on the quotation form. Any item(s) offered as equivalent to that which is specified must be equivalent in quality of materials, workmanship, and effect and shall be corresponding in function and performance. Descriptive literature and/or complete specifications shall be included for any item(s) as approved equivalent(s). Quotations lacking any written indication of intent to quote an alternate product or brand will be considered to be in complete compliance with the specifications of the quotation form. Pensacola State College shall retain the right to determine the acceptability of any item(s) offered as equivalent to any item(s) specified.
4. All quotations shall be submitted on the quotation form, herein included, and shall be properly signed by an authorized representative of the firm or entity submitting the quotation, with delivery or completion date clearly indicated, in order to be considered. Attach all amplifying instructions and documents to this quotation form.
5. In the event of an error in extending the total cost of any item, the unit price submitted will prevail. All Pensacola State College Purchase Order Terms and Conditions are incorporated herein by reference.

Corporate Name	DBA Name (if applicable)
Street/PO Box	City
State	Zip
Email Address	

The College seeks quotes for 1,500 Kelly Green Next Level 3600 100% cotton premium fitted shirts and 1,500 Royal Blue Next Level 3600 100% cotton premium fitted shirts. **Delivery of shirts to the College must occur by 9/20/17.**

QUOTATION FORM

Size	1,500 Shirts	Quoted Price Per Each
Small	200, Kelly Green	\$
Medium	375, Kelly Green	\$
Large	500, Kelly Green	\$
X-Large	350, Kelly Green	\$
XX-Large	50, Kelly Green	\$
XXX-Large	25, Kelly Green	\$
Total Price ALL		\$

Size	1,500 Shirts	Quoted Price Per Each
Small	200, Royal Blue	\$
Medium	375, Royal Blue	\$
Large	500, Royal Blue	\$
X-Large	350, Royal Blue	\$
XX-Large	50, Royal Blue	\$
XXX-Large	25, Royal Blue	\$
Total Price ALL		\$

REFERENCES

Bidder Name: _____

1. _____

COMPANY NAME

CONTACT PERSON

EMAIL ADDRESS

PHONE NUMBER

DATE OF LAST SERVICE PROVIDED

2. _____

COMPANY NAME

CONTACT PERSON

EMAIL ADDRESS

PHONE NUMBER

DATE OF LAST SERVICE PROVIDED

3. _____

COMPANY NAME

CONTACT PERSON

EMAIL ADDRESS

PHONE NUMBER

DATE OF LAST SERVICE PROVIDED