

UConn

UNIVERSITY OF CONNECTICUT

INFORMAL BID/QUOTE REQUEST

Request Date:

Project/Reference Number (If Applicable):

Project Name (If Applicable):

Project/Delivery Location:

UConn Requester Name & Department:

Email:

Response is to be submitted to the Requestor via e-mail by the stated date and time referenced below:

Date

Time

Prebid/Walkthrough (If Applicable):

RFI Due Date and Time:

Supplier Response Due Date and Time:

Location for Prebid/Walkthrough (If Applicable):

Project Start Date (If Applicable):

Project Completion /Delivery Date:

Scope of Work / Specifications: Attach additional documents if needed.

Disclosures:

- All quotes shall be valid for 30 business days.
- Freight: FOB Destination
- Company shall not proceed with the proposed scope of work until a Purchase Order is issued to your company from The University of Connecticut's Procurement Department.
- All purchases/services are in accordance with the University Standard Terms and Conditions:
<https://contracting.ubs.uconn.edu/terms-and-conditions/>