



Request for Public Competitive Bid Process

Purchases over \$25,000

1. Request for approval board meeting date: _____
2. Department: _____
3. Requestor: _____
4. Brief description of items: _____

5. Warranty needed: _____
6. Clarifications and other requirements that need to be addressed: _____

7. Total estimated price: _____
8. GL string to be used for this purchase: _____ Current FY: __Y__N
9. Approval:

Account Supervisor: _____

Date: _____

Account Manager: _____

Date: _____

If available, please provide an initial quote or estimate from vendor. Please send documents to patricia.saldivar@tsc.edu to start the process.

Last updated on 08/03/2017