

Informal Quote Checklist

(\$10,000-\$149,999.99)

Description:

5)Evaluation

6)Intent to Award

This is to notify all Bidder(s) who responded to this quote opportunity that the University intends to enter into negotiations with (Company Name). The awardee indicated in this message shall not commence any billable work until a contract has been fully executed by both parties and/or a Purchase Order has been issued by the University.