

RFP 19-0034

**Attachment N**

**Contractor Information Sheet**

Proposer: \_\_\_\_\_

Please provide the following contact information for the individuals who will be responsible for administering the contract if awarded to the proposer:

1. Primary Contact: \_\_\_\_\_  
Title: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
E-mail: \_\_\_\_\_

2. Problems and Emergencies provide 2 representatives:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

Name: \_\_\_\_\_  
Title: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

Please provide the following information regarding ordering and shipments:

1. Order minimum (Cases or lbs.) \_\_\_\_\_
2. Average order lead time: \_\_\_\_\_

If applicable please provide the following information regarding your broker:

1. Company Name: \_\_\_\_\_
2. Broker Representative Name: \_\_\_\_\_
3. Broker Representative Email: \_\_\_\_\_
4. Broker Representative Phone: \_\_\_\_\_

**Vendor Information Sheet Compiled by:**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
Signature: \_\_\_\_\_