

**WESTSIDE UNION SCHOOL DISTRICT  
NOTICE INVITING PROPOSALS**

NOTICE IS HEREBY GIVEN that the Board of Trustees of the Westside Union School District, County of Los Angeles, State of California hereafter referred to as DISTRICT, is calling for and will receive proposals up to but not later than **December 16, 2022 at 2:00 p.m. local time** at the Westside Union School District Purchasing Office, located at 41914 50th Street West, Quartz Hill, CA 93536, for the following services:

**RFP for Photography and Yearbook Services**

Proposal packets can be downloaded via the Westside Union School District Purchasing Website at [www.westside.k12.ca.us/departments/business](http://www.westside.k12.ca.us/departments/business), or prospective contractors may contact the Purchasing Department via email at [purchasing@westside.k12.ca.us](mailto:purchasing@westside.k12.ca.us) to request a packet.

All proposals must be submitted on forms furnished by the District.

Proposals must be delivered as indicated in the proposal documents to the Purchasing Department at the above address, up to, but no later than 2:00 p.m. on December 16, 2022. Each envelope must be sealed and clearly marked on the front with the proposal name.

The Board of Trustees of the Westside Union School District reserves the right to accept or reject any and all proposals, to waive any irregularities in the proposals, to be sole judge as to the merit, quality and acceptability of materials proposed and its compliance to the specifications, and to not necessarily accept the lowest bid of any offer if it is deemed in the best interest of the District.

No bidder may withdraw their proposal for a period of ninety (90) days after the date set for the opening of proposals. Each proposal must conform and be responsive to this invitation, the Instructions & Conditions, the Appendix A – Scope of Services, and all other documents comprising the pertinent Contract Documents.

WESTSIDE UNION SCHOOL DISTRICT  
Jeri Holmes  
Purchasing

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