BUSINESS & FINANCIAL SERVICES

Bid Review Form

Date: _____

Bid: _____

Please read and review the final draft copy of the above-named document and the proposed corresponding vendor mailing list for this bid (see attached). If you want to make changes to the draft, mark any proposed changes that you would like to be made on the attached draft copy. If you wish to make any additions to the proposed mailing list, please attach a separate sheet of paper with the vendors' name, address, phone number, and contact name (if available). Do not sign in the space below and return the modified draft and/or list of supplemental addresses to Judy Monroe, Purchasing Department.

If everything meets with your approval and you do not wish to make any changes to the proposed bid or add any additional vendors, then please do all of the following:

- Sign in the space below marked "Departmental Approval" and return to Judy Monroe, Senior Buyer.

If you have any questions, please feel free to contact me at 254/755-9458, or ext. 2153.

Departmental Approval: _____ _____

Signature Date