

**REQUEST FOR PROPOSAL**

**RFP NO: RFP24-005 DATE: JUNE 5, 2023**

**BUYER: KELLY SLOAN (purchase@missouriwestern.edu)**

**PHONE: (816) 271-4465**

PROPOSALS MUST BE RECEIVED NO LATER THAN:

Date: JUNE 16, 2023

Time: 2:00pm CST. *Faxed or electronic submissions will not be accepted*

**RFP NUMBER MUST BE CLEARLY MARKED ON OUTSIDE OF ENVELOPE.**

**Return Proposals To:** Missouri Western State University

Purchasing Department, Popplewell Hall, Room 221 4525 Downs Drive

St. Joseph, MO 64507

All prospective applicants must submit this form along with their proposals.

**FUNDING DEPARTMENT: VARIOUS DEPARTMENTS**

**EQUIPMENT/SERVICES REQUESTED: PRINTING SERVICES**

**PER ATTACHED SPECIFICATION SHEET**

In compliance with this bid request and subject to all the terms and conditions therein, the bidder offers and agrees to furnish or deliver the items or perform the services upon which prices are quoted herein, such items or services to be provide within the number of days indicated after receipt by bidder of University Purchase Order.

Bid Firm for 60 Days Unless Otherwise Stated:

Date of Submission Minority Vendor Yes No

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Applicant E-Mail Address

\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

Company Name of Applicant Applicant Telephone Applicant FAX Number

Address of Applicant City/State Zip

By (Signature of Authorized Agent) Title Printed Name of Signatory

**Unsigned Proposals May Be Considered Non-responsive**