



PURCHASING DEPARTMENT

135 Van Ness Avenue, Room 123
San Francisco, Ca. 94102

T 415.241.6468

F 415.241.6487

WWW.SFUSD.EDU

INVITATION FOR BID ~ Cover Sheet

CAP, GOWN, TASSEL, AND MEDALLION

IFB No. 0000017355

MAIL OR DELIVER BIDS TO

San Francisco Unified School District
Purchasing Department
IFB No. 0000017355
135 Van Ness Avenue, Room 123
San Francisco, CA 94102

BID DUE DATE AND TIME:

March 2nd, BY 2PM PST.

- Please go to the following link to view and download the bid package.
<http://www.sfusd.edu/en/doing-business-with-sfusd/current-invitations-for-bids.html>
Please look for Cap, Gown, Tassel, and Medallion section under the "Current Invitations for Bid". All related documents for this bid will be posted here. Questions and Answers are scheduled to be posted on March 1st, 2016. Please visit it regularly for all the latest update.
- Competitive bids for the specified material and/or service must be received by the San Francisco Unified School District's Purchasing Department, on or before the due date and time specified herein.
- As a requirement of this solicitation, bidders are required to respond according to the instructions contained in this Invitation for Bid ("IFB"). Bidders will respond utilizing the format, forms and other criteria indicated in this IFB.
- Bidder responses that do not comply with the format, forms and other criteria indicated, may be rejected. The District reserves the right to refuse all bids.
- Bids transmitted by facsimile, email or other electronic communication will **not** be considered. Bids received after the due date and time will be rejected.
- To preserve the integrity of this IFB, bidders are requested **not** to contact any individual within the District other than the District's Purchaser as indicated in Section 78 ("Inquiries; Addenda; Clarification") herein.

Purchaser: Leon Ho
Phone: 415-241-6468 x 1607
Email: hol@sfusd.edu