Solicitation Form for Small Purchases ($250,000 or Less)

Please Use One Form Per Bidder

Is this bid for goods or services? ☐ Goods ☐ Services

Will the award be made primarily on price? ☐ Yes ☐ No
If no, use RFP form instead

Description of Goods/Scope of Work:

Vendor Contacted and Phone Number:

Vendor Representative:

Date of Contact:

Does Vendor Receive Indian Preference? If yes, attach approved application to the bid. Yes ○ No ◉

Does Vendor Receive Tribal Preference? If yes, attach approved application to the bid. Yes ○ No ◉

Does Vendor Receive Other Types of Preference? (Small, Minority, Women Owned Business)

○ Yes Type of Preference:

◉ No

If yes, attach approved application to the bid.

Vendor Price:

Bid Taken By :