

REQUEST FOR BIDS

OFFICE SUPPLIES AND PRINTING

The Pettis County Commission is seeking bids for office supplies and printing jobs from March 1, 2019 through February 28, 2020. Attached, is a list of office supplies and printing jobs we use on a regular basis. All bids are due to the Pettis County Clerk's Office in a sealed envelope no later than 9:00 a.m. on FEBRUARY 22, 2019. The envelope must be clearly marked:

Office Supply bids
ATTN: Pettis County Clerk
415 S Ohio Ave. Suite 210A
Sedalia, MO 65301

Please allow sufficient time for delivery of your bid. Bids received after opening will be rejected.

Orders may be placed at differing quantities throughout the year and prices MUST remain in effect for the March 1, 2019 through February 28, 2020 period. Please bid on item number listed if provided. If item number is not given, please submit lowest priced comparable product. Also, please include a copy of latest catalog with your bid. The County Commission has the right to accept or reject any or all bids.

Please contact BEVERLY DILLON, County Auditor and Purchasing Clerk, at (660) 826-5000 ext. 409, if you have any questions.