

**NORTHWESTERN OKLAHOMA STATE UNIVERSITY  
709 OKLAHOMA BOULEVARD, ALVA, OK 73717**

**INVITATION TO BID**

Date Mailed \_\_\_\_\_

All bids must be received by the Purchasing Office of Northwestern Oklahoma State University, 709 Oklahoma Boulevard, Alva, Oklahoma, before the final date shown. Show unit prices on single items (dozen, barrels, pounds, etc.) and carry totals forward. Quotations should not include Federal or State Sales tax. **BIDDERS GUARANTEE EXTENDED TOTALS TO BE CORRECT.** If bidding on brand article requested, strike the words "or equal." If bidding a substitute, name and fully describe the substitute. **UNLESS THE SPECIFICATIONS GIVEN BELOW ARE ALTERED, THE VENDOR WILL BE EXPECTED TO DELIVER MERCHANDISE AS BID.** Discount and delivery date must be plainly stated. Use pen and ink or typewriter in filling in quotations. All merchandise will be awarded by items or groups of items whichever is in the best interest of the University. If bidding "All or None," please so state on this invitation to bid.

Bidder is to retain one copy of invitation and return one copy to the University.

Competitive Bid No. \_\_\_\_\_ No bid received after \_\_\_\_\_

Item	Quantity	Description	Unit Price	Total

Date of Delivery \_\_\_\_\_

Terms \_\_\_\_\_

FOB Northwestern Oklahoma State University  
Alva, OK 73717

ALL PURCHASES TAX EXEMPT

Date \_\_\_\_\_

Firm \_\_\_\_\_

By \_\_\_\_\_  
Address \_\_\_\_\_

Telephone \_\_\_\_\_