

DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES  
SOLICITATION BRIEF

ITB  / ITN  / RFP  # : \_\_\_\_\_

Purchasing Manager: \_\_\_\_\_

Description: \_\_\_\_\_

Commodity Code(s): \_\_\_\_\_

Due Date & Time: \_\_\_\_\_ Addenda as of Award Date: \_\_\_\_\_

Award Date: \_\_\_\_\_ Award Price: \$ \_\_\_\_\_

Contract Manager: \_\_\_\_\_

Name

Phone

Begin Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Original Term: \_\_\_\_\_ Renewal Term: \_\_\_\_\_

Proposal Bond:  Required / Amount \$ \_\_\_\_\_  Not Required  Returned

Performance Bond:  Required / Amount \$ \_\_\_\_\_  Not Required

Performance Bond Term: \_\_\_\_\_

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CONTRACTOR INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Contract Manager / Contact: \_\_\_\_\_

Notes: \_\_\_\_\_

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