

FRANKLIN COUNTY TECHNICAL SCHOOL

Bid Sheet

- ❖ This sheet is to be used when seeking supplies or services in the amount of \$5,000.00 up to \$25,000.00.
- ❖ You must seek written or oral quotations from no fewer than three (3) vendors customarily providing such supplies or service.
- ❖ The purchase request will only be processed after this form is submitted.

Description of Services or Supplies:

Date	Business Name, Address and Telephone #	Contact Name	Price Quoted

Signature of Staff person submitting this form

Date

Approval of Administrator

Date

Additional Approval (if necessary)

Date

Additional Approval (if necessary)

Date

Additional Approval (if necessary)

Date