



**MISSOURI DEPARTMENT OF TRANSPORTATION
INFORMAL QUOTE GUIDELINES AND DOCUMENTATION
FOR PURCHASES \$3,000 TO \$24,999.99
THIS IS NOT AN ORDER**

REQUEST FOR INFORMAL QUOTATION

Please quote the lowest prices covering material specified and provide all information requested.

TODAY'S DATE:	9/2/2009	QUOTE DUE ON OR BEFORE:	09/11/09 - 2:00 PM LOCAL TIME	F.O.B. REQUIREMENTS:	DESTINATION
TIME REQUIRED FOR DELIVERY:	30 DAYS	QUOTE No:	4-090911CN	BUYER NAME /TELEPHONE NUMBER:	CINDY NORMAN 573-522-9746
TO BE DELIVERED NO LATER THAN	<u>Maximum of 30 calendar days</u> from receipt of purchase order.				
Central Office Mailing Address Fax Number:	PO Box 270 Jefferson City, MO 65102 573-526-1218	Delivery Locations:	830 MoDOT Drive Jefferson City, MO 65109		

Quantity	U/M	DESCRIPTION	UNIT PRICE	UNIT PRICE EXTENSION	MFG PART NUMBER
800	Each	C/S 3506085194 Flags, "CAUTION VOLUNTEERS WORKING" with wooden dowels, finished size: 24" x 24", made from fluorescent orange vinyl coated nylon. 10 oz. Construction: 2" hem along top with 1" opening. The hem to be glued or sewn on left top side to hold 3/4" dowel. Anchored with 3 staples, evenly spaced into dowel rod. Printing: One side, black ink, letters and border. Hardwood dowels 3/4" diameter, 3 ft in length. Minimum of 25 per box, maximum of 50.	\$	\$	

CONTRACT PERIOD WILL BE 9/11/09 THROUGH 2/28/10

Award: All or None Please include shipping and/or freight in the unit price. **Please fax quotation to 573-526-1218**

TOTAL ORDER EXTENSION			\$	
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Company Name: _____

All responses to this Request for an Informal Quotation MUST be submitted on this form and MUST be returned to the Buyer listed above at the Central Office mailing address shown. See attached for conditions and instructions. Purchase orders will be issued on an "as needed basis" upon award.

VENDOR INFORMATION

Vendor Name /Mailing Address	Vendor Contact Information (including area codes):		
	Phone #:		
	Fax #		
Printed Name and Title of Responsible Officer or Employee:	Cellular #		
	Signature:		

Is your firm MBE or WBE Certified? Yes No