

GCCC BID RECORD

Please type or print clearly and neatly

Item(s) to be purchased:

Bidders and amounts:

(1) Company _____ AMOUNT _____

Address _____

(2) Company _____ AMOUNT _____

Address _____

(3) Company _____ AMOUNT _____

Address _____

(4) Company _____ AMOUNT \$ _____

Address _____

Shipping/other costs _____ are _____ are not included in amounts shown above.

_____ **Single source vendor.** Check here if only one bidder is available.

Recommendation of bid to accept: _____

List company name and bidder number (1, 2, 3, 4) from above

Reason for selection if not lowest bid

Due consideration, as per GCCC policy, given to local businesses _____ Yes _____ No

Attach additional information as needed. Please type or print clearly and neatly.

BRIEF BID AMOUNT GUIDE

- \$9,999 and under Bid not required
- \$10,000-\$49,999 Written Bids
- Over \$50,000 Board Approval Needed
- \$10,000 and over Bid required for Federal Grant Funds

Purchaser's Name (please type or print clearly)

Department/Division/Office

Purchaser's Signature