



INFORMAL BID

OFFICE OF MANAGEMENT AND BUDGET
 SHARED SERVICES - STATE PROCUREMENT OFFICE
 SFN 2706 (07-2024)

Agency Name		Procurement Officer		Required Delivery Date	
Ship To Address (F.O.B.)			City	State	ZIP Code

Item Number	Quantity	Item	Specifications

BIDDER 1

BIDDER 2

BIDDER 3

BIDDER 1			BIDDER 2			BIDDER 3		
Company			Company			Company		
Contact		State	Contact		State	Contact		State
Telephone Number	Email Address		Telephone Number	Email Address		Telephone Number	Email Address	
Quote Date		Delivery Date	Quote Date		Delivery Date	Quote Date		Delivery Date
Product Quoted	Unit Price	Total Price	Product Quoted	Unit Price	Total Price	Product Quoted	Unit Price	Total Price
TOTAL PRICE			TOTAL PRICE			TOTAL PRICE		
Purchase Order/P-Card			Purchase Order/P-Card			Purchase Order/P-Card		