**PUBLIC NOTICE**

**INVITATION TO BID #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**REQUESTING ENTITY:**

**GENERAL DESCRIPTION:** Law Enforcement Surveillance Trailer

**SPECIFICATIONS:** Provided on the next page

**INSTRUCTIONS:** Please complete the bid form ensuring that all minimum specifications have been met. Bids submitted that do not meet the minimum specifications will be rejected without notice. Bids should include:

1. Cover letter with company information, experience, anything you feel is relevant to the decision making process that would be helpful for our organization to know about your company. Also include any features you provide that are not included in the specifications (not more than 1 page)
2. Completed Bid Form in Microsoft Excel Format
3. Specification sheets for all equipment in the surveillance equipment section
4. You may send questions to \_\_\_\_\_\_\_\_\_\_\_\_\_\_ up to 24 hours before the bid deadline

**SUBMITTAL EMAIL:** may be removed depending on the required bid process

**SUBMITTAL ADDRESS:** some cities may require bids to be sent in sealed envelope.

**SUBMITTAL DATE:**

**SUBMITTAL TIME:**