



**CITY OF EAST PROVIDENCE  
WATER UTILITIES DIVISION  
REQUEST FOR PROPOSALS  
RFP EP23/24-07  
BID FORM  
PRINTING & MAILING OF UTLITY BILLS  
BID OPENING TUESDAY, FEBRUARY 20, 2024 AT 11:00AM**

The undersigned bidder, being familiar with local conditions affecting the cost of the work, hereby proposes to provide all necessary labor, materials, equipment and incidental items necessary to do all the work called for in the Specifications and in accordance with the Contract Documents.

<b>Item No.</b>	<b>Description</b>	<b>Total Price</b>	<b>Total Price in Words</b>
1.	Receive File Data		
2.	Laser Print		
3.	Fold		
4.	Insert & Seal		
5.	Envelopes		
6.	Postage		
7.	Setup Fees		
8.	Any Additional fees		
<b>TOTAL BID PRICE</b>			

BIDDING FIRM: \_\_\_\_\_

NUMBER & STREET: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

PHONE NO: (\_\_\_\_) \_\_\_\_\_ FAX NO: (\_\_\_\_) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_