

**Joliet Junior College
Request for Bid
BIOLOGY LAB SUPPLIES & EQUIPMENT**

SPECIFICATIONS:

Joliet Junior College is requesting pricing for biology lab supplies and equipment. An [excel pricing sheet](#) has been posted to our [website](#) for your convenience. Please complete the spreadsheet by providing pricing for the items listed, which must be delivered to Joliet Junior College Shipping & Receiving Department, 1215 Houbolt Road, Joliet, IL 60431. All shipping & other fees must be included in your unit pricing.

Vendor catalog item numbers represent products that are already being used on campus and have only been provided for your reference and convenience. Equivalent items that meet the product specifications will be considered for all items with the exception of those marked 'no substitutions.' Equivalent products must be clearly marked with the manufacturer name and part number and/or a web link to product specifications in column 'I' of the spreadsheet.

To participate in this solicitation, vendors must submit the following in sealed envelope:

- Hard copy of the completed pricing spreadsheet
- Electronic copy of the completed pricing spreadsheet (DVD or flash drive)
- Completed bid form (pages 8-9 of this bid document)

Please select the preferred payment method(s) below (select all that apply). This selection will apply to all payments from Joliet Junior College.

_____ P-Card (Credit Card)

_____ E-Check (Direct Bank Deposit)

Visit <https://www.jjc.edu/about-jjc/leadership/administration/administrative-services/financial-services> to register.

To make changes to your currently selected payment method, please contact Joliet Junior College's Accounts Payable Department at 815-280-2260 or accountspayable@jjc.edu.

Firm

Authorized Signature

Address

Printed Signature

City State Zip

Date (_____) Phone Number

E-mail Address

FAX

Our company is certified by the State of Illinois CMS Business Enterprise Program (BEP). Supporting documentation is attached.

Bid results can be viewed at www.jjc.edu/community/vendors