



CITY OF SUFFOLK

DEPARTMENT OF FINANCE

PURCHASING DIVISION

P.O. BOX 1858, SUFFOLK, VA, 23439-1858, PHONE (757)514-7520 FAX (757)514-7524

INTENT TO AWARD

Date: February 21, 2014

Promotional Items

The City of Suffolk intends to award the Invitation for Bid, IFB# 2014-00052-AT, dated February 18, 2014, by category, for Promotional Items to the following as the lowest responsive and responsible bidders:

Category 1: Pens & Pencils	Quick T's
Category 2: Cups, Glasses, & Bottles	Guernsey Inc.
Category 3: T-Shirts	New Clients Inc.
Category 4: Polo Shirts	Guernsey Inc.
Category 5: Beanies	Guernsey Inc.
Category 6: Ball Caps	Authentic Promotions.com
Category 7: Misc. Goods	Authentic Promotions.com

Hereby is accepted at prices, terms, stated, subject to all conditions and requirements of the solicitation, purchase specifications, and other stipulation if any.

The solicitation, your bid, purchase order and this notice of acceptance constitute the contract.

Amy Trahan, Buyer I