



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: October 27, 2015

Cleaning Supplies

The City of Suffolk intends to award the Invitation for Bid, IFB# 16016-AT, dated October 14, 2015, for Cleaning Supplies to the following as the lowest responsive and responsible bidder:

**Forms and Supply Inc.
2312 Mariners Mark Way
Suite 303
Virginia Beach, VA 23451**

Amy Trahan, Buyer I