

**NOTICE TO BIDDERS
SCREEN PRINTING AND EMBROIDERY SERVICES
City of Raymore, Missouri**

Sealed proposals will be received by the Purchasing Specialist at the City Hall, 100 Municipal Circle, Raymore, Missouri, until 10:30 a.m. on February 14, 2019. In accordance with the Missouri Sunshine Law, RSMo 610.021, the proposals for the above project will be opened on said date and time and only the bidder name will be read aloud along with required documents checked for responsiveness. On all requests and correspondence, please reference RFP Number 19-005.

A bid bond is not required with this proposal. No bidder may withdraw his proposal for a period of sixty (60) days after the date of opening of proposals.

Pursuant to 610.021 RSMo, Item 12, all documents within a request for proposal (RFP) will become open record to the public upon a negotiated contract being executed. All documents within a request for bid (RFB) become open record as soon as the bid is opened. Bidders and proposers should be aware that all documents within a submittal will become open records.

The Owner reserves the right to reject any or all proposals and to waive informalities or deficiencies therein. To negotiate with any or all bidders or others for more favorable terms or prices, and to award a contract to other than the bidder submitting the lowest cost bid proposal, with or without negotiation and to determine which is the lowest best and most responsive, to accept, at its option, any alternates.

**Any questions regarding this Request for Proposal shall be submitted to
the Purchasing Specialist, Kim Quade, CPPB by email at
Kquade@raymore.com
or by phone at (816) 892-3045.**