



# Request for Quotation (RFQ)

**BIDS WILL ONLY BE ACCEPTED BY EMAIL TO  
[BIDS@SFASU.EDU](mailto:bids@sfasu.edu) RELATED TO THE 2024 SPOT BID FAIR.  
 SUBJECT LINE MUST REFERENCE SOLICITATION**

Company Name: _____	Solicitation No.: <b>RFQ WASHING MACHINES-24</b>
Attention: _____	Due Date and Time: <b>June 10, 2024 at 5:00 P.M.</b>
Address: _____	TIN #: _____
City, State, Zip: _____	Signature: _____
Phone: _____	Email: _____

### Instructions

- Any purchase resulting from this response shall be subject to the SFA's PO Terms and Conditions and are available online via the following link: <https://www.sfasu.edu/docs/procurement-business-services/purchase-order-general-terms-conditions.pdf>
- Unless otherwise stated, shipping is considered to be FOB Destination, Freight Pre-paid, and Allowed.
- Responses shall be submitted on this form, and must be signed.
- **This is not an order until awarded/confirmed by SFA Procurement & Business Services**

Agency Name: Stephen F. Austin State University  
 Attention: Kay Johnson, [johnsondk6@sfasu.edu](mailto:johnsondk6@sfasu.edu) or Lacey (Agency Contact)  
 Bradshaw, [Lacey.Bradshaw@sfasu.edu](mailto:Lacey.Bradshaw@sfasu.edu)  
 Physical Address: 2102 Alumni Drive, Austin Bldg., Room 131  
 City, State, Zip: Nacogdoches, Texas 75962

Item	Description	Class/Item 500-95	Qty	Unit of Measure	Unit Price	Extension
1	Maytag Commercial – MHN33PRCWW- Non Vend		2	EA		
2	Maytag Commercial – 60 HZ – MAT23MNAWW - Non Vend		48	EA		
3	Shipping, if any					
	Expected Delivery: _____ days from award date					
	Proposals must be submitted electronically and emailed to <a href="mailto:bids@sfasu.edu">bids@sfasu.edu</a> , please reference solicitation no. in subject line, prior to May 24, 2024 at 3:00 pm.					
					<b>TOTAL:</b>	<b>\$</b>