

# Telephone Bid Form

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Calling for city \_\_\_\_\_

Speaking for vendor: \_\_\_\_\_

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Vendor firm name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_

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Specifications on item sought:

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Price quoted:

Additional information, charges, delivery details, etc.:

*When all information has been entered,  
seal in an envelope as if a written bid had been submitted.*