



1825 State Ave. #24 • Alamosa, CO 81101 • 719-587-9492 • Fax: 719-587-9497 •
www.veteransgreenjobs.org

INVITATION TO BID
May 12, 2011

About Us:

Veterans Green Jobs is a nonprofit organization, and our mission is to connect military veterans with meaningful employment opportunities that serve our communities and environment. We focus on helping vets find career opportunities in stable economic sectors related to environmental restoration, preservation and sustainability; clean and renewable energy; and energy efficiency and conservation.

VGJ-SLV is requesting bids for weatherization materials. Prices are to be for the period of 1 year: July 1, 2011 to June 30, 2012

- Consideration will be given to our evaluation of products we have used in the past, to individual prices, to average for all prices, to freight pricing structure, and to minimum order requirements.
- Same brand or equal; *please indicate brand offered, & send product sample if different brand.*
- An appeals process is available. All appeals must be in writing and addressed to: VGJ-SLV Executive Director, 1825 State Ave. # 24, Alamosa CO 81101. Appeals must be made within 15 days of VGJ-SLV's decision being acceptance of bid. The VGJ Executive Director will issue a decision in written form within 30 days; all appeal decisions made by the Executive Director will be final.
- VGJ-SLV reserves the right to reject or negotiate any or all bids, to waive informalities or irregularities therein, to make multiple awards, and to accept any proposal deemed desirable. A written award or rejection will be sent out prior to July 1, 2011.
- VGJ-SLV is a non-profit organization. No taxes shall be applied to this contract.
 - Federal Tax ID 20081097422
 - State Tax ID 1919152
- All invoices received by the 10th of the month will be paid by the 10th of the following month (Net 30 terms). Invoices should have the following information:
 - Purchase Order Number
 - Description, quantity, unit of measure, unit price and extended price of the items delivered.
 - Name and address of official to whom payment is to be sent.
 - Name, title, and phone number of vendor.
- In accordance with Title 8, Colorado Revised Statutes, Article 17.5, your company's authorized signature below indicates that "As a prospective contractor for the above-mentioned bid, I (we) do hereby certify that, as of the date of this certification, I (we) do not knowingly employ or contract with an illegal alien."

If you have any questions please call Charlie Sanchez or Rae Venturi at (719) 587-9492

****** ALL BIDS MUST BE RECEIVED BY 2pm June 10, 2011 ******

Please see attachment for material list:

Company Name

Authorized Signature

Company Address

Company Telephone Number

Company Email Address

Please indicate freight cost into price on material list attachment:

Sincerely,
Veterans Green Jobs – San Luis Valley

Rae Venturi
Inventory Control / Purchasing Manager
1825 State Ave Suite #24
Alamosa, CO 81101
719-587-9492 ext. 108