



February 16, 2017

To All Interested Bidders:

The Queens Borough Public Library (the “Library”), hereby solicits bids from experienced firms (hereinafter referred to as “Bidders”) in response to this Invitation for Bid, for Emergency Generator Fuel Tank Replacement Project.

It is required that bids be submitted no later than 2:00 p.m. on March 16, 2017, each bidder must submit a hard copy and a copy on CD or a flash drive or similar device in either Microsoft Word or PDF format of a written response to the Bid # 0217-1 to:

Queens Borough Public Library
Purchasing Department
89-11 Merrick Blvd
Jamaica, NY 11432

To facilitate communication between the Library and Bidders and to ensure that all Bidders have access to the same information, all information concerning this bid will be posted on the Library’s website at: <http://www.queenslibrary.org/about-us/proposals-and-bids>. All questions regarding this bid must be submitted as set forth in the bid. The Library will post questions and responses on the bid website.

We look forward to your interest and participation in this bid.

Sincerely,

William Funk
Director of Procurement Management