

REQUEST FOR QUOTES

Floor Mats and Shop Towel

Services – Michigan City, Indiana

The Northern Indiana Commuter Transportation District (NICTD) is seeking sealed quotes from qualified providers for the following services at the facilities located in Michigan City, LaPorte County, Indiana. All quotes must meet NICTD's specifications as further described in the Work scope/Cost matrix.

A copy of the Quote Packet is available between the hours of 8:00 A.M. and 4:00 P.M. local time, at the following location:

Northern Indiana Commuter Transportation District

Attention: Randy L. Welch, Purchasing Manager

601 North Roeske Ave.

Michigan City, IN 46360-2669

Phone: (219) 874-4221 ext. 267/Fax: (219)

872-5841

Email address: randy.welch@nictd.com

Packets are to be requested by either fax or email. Your request should include the company name, address, phone/fax numbers, email address, and the individual's name to respond to.

Quotes shall be submitted in a sealed opaque envelope clearly marked Mats & Towels. All quotes are to be submitted within an outer envelope. Quotes shall be submitted on forms contained in the packet.

Quotes shall be received at:

Northern Indiana Commuter Transportation District

Attention: Purchasing Manager

601 N Roeske Avenue

Michigan City, IN 46360

Quotes will be received not later than 2:30 P.M., local time, Wednesday, December 14, 2011. Quotes received after the above stated time and date will be returned to the sender unopened. Quotes must set forth full, accurate and complete information as required by the instructions in the quote packet. Failure to do so may result in rejection of a quote.

NICTD reserves the right to reject any and all quotes and waive technical defects if, in its judgment, the interests of NICTD so require. NICTD reserves the right to accept any quote within 60 days after the time of the opening of the quotes, during which time no quote shall be withdrawn.

Gerald R. Hanas

General Manager

(November 28, December 5, 2011)