



District Five Schools of Spartanburg County
P. O. Box 307
100 North Danzler Road
Duncan, SC 29334
Telephone: 864-949-2350
Fax: 864-439-0051

WRITTEN QUOTE REQUEST FORM

DATE: March 15, 2013

TO: _____

FROM: *(Buyer's name)* District 5 Schools of Spartanburg County-Brenda Roberts
(Buyer's address) 100 N. Danzler Road, Duncan, SC 29334
(Buyer's telephone) 864-949-2350
(Buyer's fax) 864-439-0051
(Buyer's e-mail) brenda.roberts@spart5.net

RE: District Five Schools of Spartanburg County is seeking written quotes for:

**142 student chair desks, inside delivery to:
James F. Byrnes Freshman Academy
100 Rowe Street
Duncan, SC 29334**

<u>Quantity</u>	<u>Description</u>
<u>142</u>	<u>Student chair desk, 4-leg combo unit, wire bookrack, 18"x21"x30" hard plastic top with arm support, nylon gliders, hard plastic seat and back. Color: navy blue seat and back, sandstone desk top with chrome legs. Virco #3400LABR, or acceptable equivalent.</u>

(continued)

- In order to be considered, your written quote must be received by:
11:00 AM, on March 22, 2013.
- Quotes (using the attached Price Sheet) may be mailed, faxed, or e-mailed to the buyer listed above.
- No late price quotes will be accepted.
- Furniture is replacing damaged inventory and must match existing furniture.
- Quote must include inside delivery and 6% sales tax.
- If you quote equivalent product (other than the specified brand), please include all back-up information. If back-up information is not received or sufficient, your written quote will not be considered. District Five Schools will determine equality of products submitted.
- Price must include a ten (10) year warranty



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**District 5 Schools of Spartanburg County
 Student Chair Desk
 Price Sheet**

Quantity Description

<u>142</u>	<u>Student chair desk, 4-leg combo unit, wire bookrack, 18"x21"x30"</u> hard plastic top with arm support, nylon gliders, hard plastic seat and back. Color: navy blue seat and back, sandstone desk top with chrome legs. Virco #3400LABR, or acceptable equivalent. Price per each \$ _____	\$ _____
	Delivery address: James F. Byrnes Freshman Academy 100 Rowe Street Duncan, SC 29334	
	Inside delivery charge	\$ _____
	Sales Tax (6%)	\$ _____
	GRAND TOTAL	\$ _____

Company Name	Phone Number
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Contact Person	Fax Number
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