

## Glass Work Bid Request

**Primary Investigator:** \_\_\_\_\_

**Requestor:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Work Request:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Drawing Included:** \_\_\_\_\_

**Delivery date required:** \_\_\_\_\_

Vendor must return bid to requestor no later than \_\_\_\_\_  
for their bid to be considered for this job.

When returning bid, bidder must break cost down into labor and material costs separately.

For questions concerning the bidding process, contact Bill Lack at 513-529-7216.

For questions regarding work being bid, contact the Primary Investigator.

Miami University  
Instrumentation Laboratory  
75 Hughes  
Oxford, OH 45056  
PH: 513-529-7216  
FAX: 513-529-7212