



Sauk County Building Services

Ian Crammond, Buildings & Grounds Director

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REQUEST FOR PRICE QUOTATION FOR ONE (1) CARGO AWD VAN

GENERAL PROCEDURE

To comply with this REQUEST FOR PRICE QUOTATION, the following general procedure and attached specifications are to govern. All quotations must be in the office of the Sauk County Clerk by **December 2, 2025 at 10:00 a.m.**

Quotations must be sealed and properly identified with the name and address of the company submitting the quotations. Each quotation must be in a separate container or envelope and marked "CARGO VAN."

All quotations must be submitted on the attached forms in order to be considered by the Sauk County Building Services Department. The following items shall constitute a complete quotation:

1. General Procedure Sheet
2. Specification List/Completed Quotation Form(s)
3. Detailed specification sheet and any additional information deemed advisable by the submitter of the quotation for the benefit of the Buildings & Grounds Director in assembling comparative data

No certified cashiers check or bonds will be required with any quotation, but satisfactory evidence of ability to make delivery of the equipment as specified must be submitted as agreed upon by both parties.

All quotations will be considered by the Public Works and Infrastructure Committee on December 8, 2025, at 5:00 p.m. or as soon after as the agenda allows.

The Committee reserves the right to consider all quotations for a period of not exceeding thirty (30) days from the date of opening. The Public Works and Infrastructure Committee will either accept a quotation or reject all quotations within that period of time.

Submitted by

Ian Crammond, Buildings and Grounds Director