

**LEGAL NOTICE
CITY OF FRAMINGHAM
DEPARTMENT OF PUBLIC WORKS**

INVITATION FOR BIDS

BID #: PW-442 PRINTING AND MAILING OF INVOICES

The City of Framingham (CITY), Department of Public Works (DPW), invites sealed bids for on-call services for the printing and mailing of monthly and quarterly Utility Invoices. An estimated quantity of 75,000 invoices are to be mailed during a fiscal year. Inserts, either printed by the vendor or provided by the CITY, are included in approximately eight to twelve mailings per fiscal year. This Contract requires all work necessary or proper for or incidental to this purpose including providing all necessary supervisors, personnel, equipment and materials.

Sealed bids shall be submitted electronically in strict conformance with the bid documents through the City of Framingham's Department of Public Works Vendor Registry portal

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=75c3b765-3725-4b32-9689-fc820e50b9c8> **until 1:30 P.M. on Thursday, September 10, 2020.**

The bid document will be **available electronically after 10:00 A.M. on Wednesday, August 19, 2020** and may be obtained through Vendor Registry

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=75c3b765-3725-4b32-9689-fc820e50b9c8>

Vendor Registry is a free, online vendor registration system. To set up a Vendor Registry profile, please use the following link; <https://vrapp.vendorregistry.com/Vendor/Register/Index/department-of-public-works-city-of-framingham-ma-vendor-registration>

Inquiries regarding this bid are to be directed to Ann O'Regan, Capital Procurement Administrator, DPWProcurement@FraminghamMa.gov.

The City reserves the right to reject any and all submissions, to waive any minor informalities and technicalities, or to cancel the bid if it were in the public interest to do so.