

ORIGINAL


REQUISITION
ROCKDALE COUNTY, GEORGIA

VENDOR # _____ **P.O.#** _____

VENDOR QUOTATIONS REQUIREMENTS
15,000.000 and OVER - SEALED BIDS
2,500.00 TO 14,999.99 - THREE WRITTEN QUOTES
500.00 TO 2499.99 - AT LEAST TWO PHONE QUOTES

Department/Account	Quantity	Unit	Description	VENDOR #1		VENDOR #2		VENDOR #3	
				UNIT	EXTENDED	UNIT	EXTENDED	UNIT	EXTENDED
100-522320 Various Depts	65 Copiers	65 Copiers	Lease for SOS Copiers January 2019-December 2019 <i>C-2018-977L</i>	11,929.86	143,158.32				
TOTAL				11,929.86	143,158.32				

Recommended Source of Supply:
SOS Capital
2475 Meadowbrook Pkwy
Duluth, GA 30096
Ben Tanner
PHONE: 770-449-9100

Requesting Department: IS Date Prepared: 1-9-19
Elected Official:  Date Required: _____
Department Head: _____

Purchasing Officer Use Only Below Line
Approved for preparation of Purchase Order

Award to be made to: SOS Capital Date: _____
(If not low quotation, indicate reason): Ben Tanner Accounting Officer

2019-95