

# Ellisville State School



*Dr. Rinsey McSwain*  
Director

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## Contractor Quote Sheet

Ellisville State School seeks to contract for certain professional services through a competitive bid process as they relate to provide Grease Trap and Lift Station Cleaning Services, for a one (1) year term.

The contract for services shall be for a one (1) year period from July 01, 2024 through June 30, 2025 with option to renew the contract for up to 3 additional one (1) year successive periods. The successful bidder agrees to the price or rate of pay quoted on this form.

The successful bidder must provide a Certificate of Insurance (COI) naming Ellisville State School as an additional named insured for the statutory minimum amount of coverage for the State of Mississippi: \$1,000,000.00 for General Liability.

In competitive bid process, a contract shall be awarded based solely on price (or rate) to the most responsive and responsible bidder. See page 2 this Request for Quote, for details the Scope of Work.

All bids may be submitted on this quote sheet to: Heather Rozar-Abney, Procurement Officer: Ellisville State School; 1101 Highway 11 South, Ellisville, MS 39437; Heather.Rozarabney@ess.ms.gov; 601-477-5615.

Bids may be submitted via hand delivery, USPS, or electronically to the above email address. Bids will be accepted between the hours of 9:00 am and 4:30 pm Monday through Friday, Deadline for quote submission is **May 1, 2024**.

\_\_\_\_\_  
**NAME OF FIRM/COMPANY**

\_\_\_\_\_  
**AUTHORIZED REPRESENTATIVE (Print)**

\_\_\_\_\_  
**ADDRESS (TO INCLUDE CITY/STATE/ZIP)**

\_\_\_\_\_  
**PHONE NUMBER**

\_\_\_\_\_  
**EMAIL ADDRESS**

\_\_\_\_\_  
**AUTHORIZED REPRESENTATIVE SIGNATURE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**MS VENDOR ID NUMBER**

