



Wednesday, September 9, 2009

Dear Valued Vendor,

Mott Community College is joining the State of Michigan Bid System and will post bids, quotes, addendums and awards through this convenient site, effective October 15, 2009. MCC is making this move in order to provide a more reliable method for suppliers to access bid opportunities with the College, as well as to help the College reach its green initiatives in reducing the amount of paper used to prepare, fax and mail bids and quotes.

This automatic bid notification system allows your company access to each opportunity in which Mott Community College has a public bid offering or posts a request for quote which matches your company's business. In addition, the site handles bid opportunities, RFPs, and RFQs for other governmental agencies and educational institutions as well.

To receive future bid opportunities from all of these agencies, we invite your company to register online. Visit, <http://www.Bid4Michigan.com> and use the "Vendor Registration" link to complete the registration form. If you are currently registered as a vendor on this system, you do not need to register separately for Mott Community College.

By creating an account, your company will receive access to bid opportunities from all participating agencies! To view the list of these participating agencies please visit <http://www.govbids.com/scripts/Bid4Michigan/public/ParticipatingAgency.asp>.

In addition, this system offers an e-mail notification service to automatically send you a message each time any of the participating agencies issue bids, addendums, and awards that match your selected product and service codes. The annual fee for this automatic service is \$49.95 per year, less than the cost of a subscription to a single local newspaper.

If you need assistance, please call the support department at IPT by BidNet, toll free at 1-800-677-1997, Ext. 214. To expedite your request, please ask for the State of Michigan Bid System.

We look forward to providing you with quick and convenient bid information through this system. We thank you for your cooperation and welcome your participation!

Sincerely,

A handwritten signature in cursive script that reads "jody michael".

Jody Michael
Supervisor, Purchasing & Risk Management