

Washington, Latoya (ISD)

Subject: Verification for: aaa-11-21-2016 Office Supplies
Attachments: aaa-11-21-2016 project package.pdf

Good morning,

Project No: **AAA-11-21-2016**

Project Title: **Office Supplies**

The above-referenced contract is being considered for small business contract measures. **PLEASE NOTE THAT YOUR PARTICIPATION IN THE AVAILABILITY TO BID PROCESS IS VITAL IN ORDER FOR MEASURES TO BE PLACED ON THIS PROJECT.** If you are interested in participating as a Small Business Enterprise – Goods & Services firm to perform work in connection with the project and meet the requirements listed, please complete and return the attached by placing a check mark next to the line item(s) your firm can provide. Please reply to the Verification of Availability to Bid by **10:00 AM, Wednesday, November 23, 2016.**

The letter of availability may be sent **via facsimile transmission to (305) 375-3160 or via email to afc@miamidade.gov.** If you have any questions, please contact me at (305) 375-3149. **Note, you are NOT bidding at this point as such, no pricing information is required at this phase of the process (this was included as an FYI).**

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“Help stimulate Miami’s economy by supporting Small Businesses”