



DASNY

ANDREW M. CUOMO
Governor

ALFONSO L. CARNEY, JR.
Chair

GERRARD P. BUSHELL, Ph.D.
President & CEO

November 13, 2018

Subject: **Invitation for Bids No. 621
Furnish, Deliver and Install Laboratory Pass Through Sterilizer
New York Psychiatric Institute**

Dear Sir / Madam:

Please find posted to DASNY's website [www.dasny.org/RFP&Bid/Opportunities/Purchasing Services/New Opportunities](http://www.dasny.org/RFP&Bid/Opportunities/Purchasing/Services/New%20Opportunities), an Invitation for Bids (IFB) for the above subject procurement.

Signed original responses must be completed by an authorized individual and returned to the office of DASNY, 515 Broadway, Albany, New York 12207 no later than **December 6, 2018, 2:30 PM**. Late submissions will be rejected.

Individuals submitting bids in person or by private delivery services should allow sufficient time for processing through building security to assure that bids are received prior to the deadline for submitting bids.

All individuals who plan to attend bid openings will be required to present government-issued picture identification to building security officials and obtain a visitors pass prior to attending the bid opening.

Questions regarding this bid document may be referred to **Peter Bujanow, Sr. Purchasing Coordinator**, pbujanow@dasny.org.

Sincerely,

Ann Crislip
Chief, Purchasing

Enclosures

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