



**DASNY**

**KATHY HOCHUL**  
Governor

**ALFONSO L. CARNEY, JR.**  
Chair

**REUBEN R. MCDANIEL, III**  
President & CEO

March 18, 2022

Subject: Invitation for Bid No. 721  
Project Name: Westchester Community College – Yonkers Extension  
Center Project Description: Furnish, Deliver and Install Audio/Video  
Equipment

Dear Bidder:

Posted to DASNY's Website at [www.dasny.org](http://www.dasny.org) / RFP & BID Opportunities / Purchasing Commodities  
please find an Invitation For Bid (IFB) for the above referenced procurement to be executed by DASNY.

All Requests for Information related to the referenced bid shall be submitted in writing via email, no  
later than March 24, 2022.

Signed original responses must be completed by an authorized individual and returned to the office of  
DASNY, ATTN: Purchasing, 515 Broadway, Albany, New York 12207 no later than April 14, 2022 at  
2:30PM. 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 ensure that bids are received prior to the bid submission  
deadline. All individuals who plan to attend bid openings will be required to present government issued  
picture identification to building security officials and obtain a visitor's pass prior to attending the bid  
opening.

Questions regarding this bid document can be addressed to [svalente@dasny.org](mailto:svalente@dasny.org).

Sincerely,

Kristen J. Costello  
Manager | Purchasing