



DASNY

KATHY HOCHUL
Governor

LISA GOMEZ
Chair

April 18, 2024

Subject: Invitation for Bid No. 2943109999
Project Name: SUNY – Fashion Institute of Technology
Project Description: Furnish, Deliver and Install Window Shades

Dear Bidder:

Posted to DASNY's Website at 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 April 23, 2024. All questions will be answered and posted to DASNY's website as an Addenda under the Attachment Section by April 26, 2024.

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 May 9, 2024 at 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 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 Nicole White, nwhite@dasny.org.

Sincerely,

Kristen J. Costello
Chief, Procurement