



# PURCHASING AND SUPPLY SERVICES

De'Nerika Johnson, MBA, CPPO, NIGP-CPP - Director of Purchasing and Supply Services  
13300 Old Marlboro Pike | Upper Marlboro, MD 20772 | 301-952 6560

## ATTACHMENT C – LETTER OF INTENT TO SUBMIT A PROPOSAL

**(Offeror shall submit this document on its letterhead)**

**RFP PUR25-068**

**DOOR AND CABINET HARDWARE SUPPLIES, MATERIALS AND REPAIR PARTS (RE-BID)**

SEND THE COMPLETED FORM VIA EMAIL TO: [Sharon.etherly@pgcps.org](mailto:Sharon.etherly@pgcps.org) and [Diane.forde@pgcps.org](mailto:Diane.forde@pgcps.org)

On behalf of (*Institution Name*), we are pleased to inform you of our intent to submit a proposal for **RFP PUR25-068 Door and Cabinet Hardware Supplies, Materials and Repair Parts (RE-BID)**. Our proposal will address all components of the RFP. We intend to submit a proposal to you by the due date as indicated in the RFP.

SIGNED: \_\_\_\_\_

PRINTED NAME AND TITLE: \_\_\_\_\_

<b>OFFICIAL NAME OF YOUR ORGANIZATION:</b>	
<b>COMMON NAME OF YOUR ORGANIZATION:</b>	
<b>PROGRAM/CENTER NAME (IF APPLICABLE):</b>	
<b>NAMES OF PARTNER ORGANIZATIONS: (if applicable)</b>	
<b>MAIN ADDRESS:</b>	<b>TELEPHONE:</b>
<b>MAILING ADDRESS (IF DIFFERENT):</b>	<b>EMAIL:</b>
	<b>FAX:</b>
	<b>WEBSITE:</b>
<b>PROJECT DIRECTOR – NAME, TITLE AND CONTACT INFORMATION:</b>	