



Informal Bid Tabulation

Requisition # _____ Date: _____ Department: _____
Description: _____

Company Name/Information	HUB Status	Bid Amount

Reason for award to other than low bidder (Preference cannot be factor): _____

TIBH? If not, why not? _____

1. Bid tabulations should include ALL vendor names, city, & state, and complete name of person contacted and phone number contacted.
2. At least six vendors should be contacted, with a minimum of four certified HUBS, one of which is female owned, and one of which is minority owned.
3. The awarded vendor must be in good standing with the state: <https://www.sam.gov/portal/public/SAM/>

Signature

Date

**Texas A&M AgriLife Purchasing
2147 TAMU
College Station, TX 77843-2147**

For questions concerning this form, please call 979-845-4513