

“Doing Business Texas Style Spot Bid Fair”

**\*\*Rescheduled: August 3-5, 2020\*\***

Texas A&M AgriLife Agencies will be participating in the 2020 Senator Royce West’s “Doing Business Texas Style Spot Bid Fair” on **August 4<sup>th</sup> & 5<sup>th</sup>**. HUB businesses will have a unique opportunity to participate in this exciting business exchange with state agencies and universities during this virtual event.

It is very important that the Agencies be well represented at this event. Please identify procurement opportunities that can be bid at this event. Submit requests via the attached form. Make sure that you also identify the agency it is for on the attached form. Email Jaime Vykukal [jaime.vykukal@ag.tamu.edu](mailto:jaime.vykukal@ag.tamu.edu) with subject line SPOT BID FAIR. Purchase opportunities that exist for this forum include: computer supplies such as printers, hard drives, printer cartridges, zip drives, etc.; office supplies and furniture such as pens, pencils, file cabinets, chairs, etc.; and scientific and lab supplies and equipment. Please provide detailed description with minimum specifications and brand name with model numbers to ensure the bidders have adequate information to provide a bid. Also, if it is not specified Brand Name only then the vendors will be submitting alternates. NOTE: submit a separate request for each product line (one requisition for computer supplies; one requisition for office supplies, etc.). **\*\*Please submit requests by Friday, July 17, 2020\*\***. Units will have the opportunity to review the bid responses prior to placing their orders. We do however need to make awards on what opportunities we take to this event.

Please examine your future needs and submit an opportunity for this important event. Due to the number of vendors at this event, pricing is very competitive. This is a great time to order what you need and save money! *\*\*Even though you may normally purchase the items from a HUB vendor, please submit a request to bid at this event.*

Thank you for your support of the HUB program. If you would like additional information, please contact the Texas A&M AgriLife Purchasing & HUB office by email at [jaime.vykukal@ag.tamu.edu](mailto:jaime.vykukal@ag.tamu.edu) or 979-458-5988.