



Oak Ridge High School
1450 Oak Ridge Turnpike
Oak Ridge, TN 37830
(865) 425-9601 Fax: (865) 425-9678

Principal

Martin G. McDonald

January 26, 2018

From: Martin McDonald, Principal

Subject: Yearbook Bids for FY19

Assistant Principals

Oak Ridge High School is in the process of accepting bids for our FY 19 yearbook. Sealed bids will be opened Wednesday, February 28, 2018 at 2:00 p.m. in the ORHS Bookkeepers Office.

Beth Estep

Amber Henry

B. Scotty Herrell

Stephanie Thompson

Please bid on all items with the lowest possible price, which must be **firm** for 140 days from the February 28, 2018 bid opening. Any alternates or substitutes must meet or exceed the quality specifications of the items listed, and the buyer may reject any or all substitutes. As a Vendor, you will guarantee delivery of all books by April 15, 2019.

Final payment for the yearbook will be made within 30 days of receipt and approval of all yearbooks listed on the purchase order.

Please return the completed bid to:

Oak Ridge High School
Attn: Martin McDonald, Principal
1450 Oak Ridge Turnpike
Oak Ridge, TN 37830
SEALED BID – DO NOT OPEN

Athletic Director

Mike Mullins

CC/la

Enclosure
