

Bid Number: EDUD20140424CH

From: Amadu Sankoh, Agency Procurement Officer
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Phone: 614-752-1553

To: Minority Business Enterprise (MBE) Vendors Only

Date: April 24, 2014

Re: Invitation to Bid: **4 Comfort Chairs with Headrest and Casters**

Bid Due Date: May 2, 2014 (No later than 5 PM Eastern); via email or US Mail

The Ohio Department of Education is seeking a certified MBE vendor for the purchase of 4 Comfort Office Chairs with the following features or equivalent substitute:

- a) A lumbar support that can be adjusted up and down and in and out for personalized lumbar support and comfort
- b) A mesh back for air circulation
- c) A dynamic movement on casters
- d) Spring-loaded ball bearing ratcheting system to operate the armrests, lumbar support for effortless and smooth movements via buttons and triggers
- e) A slow release synchronous knee tilt mechanism, complete with tension control and an integrated seat slider for depth adjustment.

A sample Comfort Chair is shown to the right in black.

Dimensions:

Overall Width	27"-29-1/2"
Overall Height	36-1/2"-41"
Overall Depth	27"-29-1/2"
Back Height	22"
Back Width	22"
Seat Height	16"-21"
Seat Width	20"
Seat Depth	19"-21-1/2"



Please submit your bids referencing the above bid number, with a photo of a sample Comfort Chair being offered, to the Agency Procurement Officer on your organization letterhead including the following information:

Company Name:

Contact Person:

Contact Phone Number:

MBE Certification Number:

State of OHIO OAKS ID (if known):

Bid Price:

Other Considerations (if any):

Date Certificate Expires:

Bids that do not comply with the submission requirements specified herein will not be considered.