

## NOTICE TO BIDDERS

BID FORMS for IFB No. 17-0073, Lease and Maintenance of Digital Mailing System with Accounting System for Campus Mail Services, University of Hawaii at Manoa, will be available from and received in the OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT, UNIVERSITY OF HAWAII, 1400 LOWER CAMPUS ROAD, ROOM 15, HONOLULU, HAWAII 96822, and must be submitted no later than **2:30 p.m., October 4, 2016**, and at that time will be publicly opened.

Bids received after the time and date fixed for opening will not be considered.

Vendors located outside the Island of Oahu, Hawaii, USA, may request a copy of the IFB to be sent via U.S. Postal Service by providing the vendor's name, address, contact person and telephone number. If express shipment is desired, requests must be submitted in writing with an account number, BILLABLE TO THE RECEIVER, and an authorized signature. Requests may be transmitted via facsimile, (808) 956-2093. Direct all questions to Kurt Minato, (808) 956-7159.

David Lassner  
President, University of Hawaii

Posting Date: September 22, 2016

**Vendors downloading the IFB shall be responsible for notifying the Procurement Specialist Kurt Minato (e-mail: [minato@hawaii.edu](mailto:minato@hawaii.edu); fax [808] 956-2093), so that the name, address, phone number, fax number, and e-mail address of the vendor can be listed on the University's register for the purpose of notification of any amendments to the IFB which are issued.**

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