

## **BID ADVERTISEMENT**

Sealed proposals will be received by the City Clerk of the City of Rome, New York, until 3:00 P.M. local time, September, 27th, 2019, for the following project:

### **RFP-2019-31**

#### **LEASE OF MFP COPIER AT VARIOUS CITY OF ROME LOCATIONS**

Proposals will be publicly opened and read aloud at 3:00 P.M., local time, the same day, September 27th, 2019 in the Council Chambers, 2nd Floor, City Hall, Rome, New York.

All proposals shall be made on forms furnished and shall be enclosed in a sealed envelope marked to the attention of the City Clerk as follows:

### **ROME CITY CLERK**

#### **RFP-2019-31**

#### **LEASE OF MFP COPIER AT VARIOUS CITY OF ROME LOCATIONS**

**(Bidder's Name)**

Owner: City of Rome.

Owner's Representative:

Zach Cortese  
City of Rome, Purchasing Agent  
198 N Washington St., Rome NY, 13440  
315-339-7665

**PROJECT DESCRIPTION: The City of Rome is seeking to replace outdated copier equipment with efficient, cost effective multifunction systems via a leasing program.**

Proposals will be advertised electronically at: [www.romenewyork.com](http://www.romenewyork.com) under the treasurer and purchasing tab as well as on <https://www.bidnetdirect.com/>.

**All questions should be directed to Purchasing agent, Zach Cortese. PH: 315-339-7665 EMAIL: [zcortese@romecitygov.com](mailto:zcortese@romecitygov.com)**

It is the policy of the City of Rome to encourage the greatest possible participation of minority and women-owned business enterprises. All qualified Minority and Women-Owned Business Enterprises (MWBE) suppliers, contractors, and/or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, sex, age, disability or sexual preference.

Proposals may not be withdrawn within sixty (60) days after the date set for the opening thereof. Incomplete bids will be disqualified.

The City of Rome, New York, reserves the right to reject any or all proposals or to accept any proposal deemed to be in its best interest.

Jean Isom Grande  
City Clerk  
Board of Estimate & Contract

**LEGAL SECTION: 1 TIME**

**DATE:**

**TO APPEAR:**