

## INVITATION TO BID

Sealed bids, subject to the conditions contained herein, will be received by the DIRECTOR OF PURCHASING until 10:30 A.M., local time on Tuesday August 1, 2023, and then publicly opened and read for:

Miscellaneous Office Supplies by the Manufacturer,  
Toners, & Batteries  
Bid Ref #2252

Specifications **MUST** be **PURCHASED** from the Oneida County Purchasing Department, Sixth Floor, 800 Park Avenue, Utica, NY 13501. Administration fees are as follows: \$10.00 if picked up in person or \$15.00 for mailing. Cash is not acceptable and fee is non-refundable. (Mail is by 1<sup>st</sup> Class or Priority only.) This bid is also available electronically through the Empire State Purchasing Group-Bid Net by going to the County website and following the links at: <http://www.ocgov.net/>. The fee for electronic retrieval is also \$10.00 and should be mailed with bid submission. Bids without fee may not be considered.

Copies of the described bid may be examined at no expense at the Oneida County Purchasing Department. Upon examination, potential bidders may purchase a book as described above and bidders may not obtain books from any other source or their bid will be disqualified.

Sealed bids must be returned on the form furnished. The return envelope must be clearly marked with the bid number and name on the outside lower left corner and addressed to Oneida County Purchasing, Sixth Floor Bids Department, 800 Park Avenue, Utica, NY 13501. The County reserves the right to reject any or all bids received.

The County of Oneida, in order to promote its established Affirmative Action Plan, invites sealed bids from minority groups. This policy regarding sealed bids and contracts applies to all persons without regard to race, creed, color, national origin, age, sex or handicap.

Dated: July 14, 2023

Alfred A. Barbato  
Director of Purchasing

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**\*\*\* PLEASE MAKE CHECKS PAYABLE TO: COUNTY OF ONEIDA \*\*\***