

# Purchasing Guide for Culinary Arts Equipment – Discount from List

**Bid No. 20-053MS**

**Contract Term: 8/1/2020 – 7/31/2024**

## **Quote and PO Instructions**

A quote must be received from the vendor prior to entering the requisition, to ensure APS receives the contracted pricing.

## **Information to give the Vendor when requesting a quote:**

When requesting a quote, provide the following information to the vendor to ensure you receive the discounted, contract pricing.

1. Albuquerque Public Schools Contract: Bid No. 20-053MS Culinary Arts Equipment – Discount from List
2. APS Price Agreement (PA) number (see list below)
3. Any additional reference information listed below with vendor information
4. APS Site’s “Ship To” address (your location)
5. List of items to be quoted
6. Your APS contact information, in case the vendor has a question regarding your request
7. Instruct the vendor to send you the quote via email in PDF format

## **Header Comments:**

The following information must be entered on the requisition in the “Comments to Print on Purchase Orders” section of the Header.

RQ

PA

Bid No. 20-053MS

Culinary Arts Equipment – Discount from List

Term: 8/1/2020 – 7/31/2024

Board Approved: 7/27/2020

Quote #

Quote Date:

Quote Prepared by:

## **Awarded Vendor**

Grady’s

## **Vendor #**

40817

## **PA#**

15645

## **Vendor Contact Info.**

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Nasco Education, LLC

19037

15646

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[orders@enasco.com](mailto:orders@enasco.com)

**Awarded Vendor**

Sysco New Mexico

**Vendor #**

11873

**PA #**

15647

**Vendor Contact Info.**

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