REQUEST FOR PROPOSAL (RFP) THE DISTRICT BOARD OF TRUSTEES OF FLORIDA GATEWAY COLLEGE WILL RECEIVE PROPOSALS FOR THE FOLLOWING:

RFP #18-2-01 STAGE LIGHTING

Florida Gateway College invites qualified vendors with the necessary resources and experience to submit a Proposal for Stage Lighting.

Proposal Documents Available From:

Misty Taylor Director of Procurement & Contracts Florida Gateway College 149 SE College Place Lake City, Florida 32025 P: (386) 754-4381 E: <u>misty.taylor@fgc.edu</u>

Date & Time for Receiving Proposals: 2:00 P.M. EST, Wednesday, December 6, 2017

<u>Date, Time and Place for Pre-Proposal Conference / Site Visit:</u> All interested Contractors are encouraged to attend the NON-MANDATORY PRE-PROPOSAL CONFERENCE to be held at 10:00 A.M. EST on Monday, November 20, 2017 in the Conference Room in Building 001, Room 113 located at 198 SE Staff Way, Lake City, Florida 32025.

Proposals may be mailed as follows:

Procurement & Contracts Department Florida Gateway College 149 SE College Place Lake City, Florida 32025

Hand delivered proposals are to be presented to:

Procurement & Contracts Department Florida Gateway College 198 SE Staff Way Building 001, Room 130 Lake City, Florida 32025

All proposals must arrive and be date/time stamped by a Procurement & Contracts Department representative prior to the specified proposal opening date/time. The College will not be responsible for postal or other delivery service delays that cause a proposal to arrive at Room 130, Building 001 after the designated proposal opening date/time.