

REQUEST FOR PROPOSAL

Separate sealed proposals will be received by the City of Scranton, 340 North Washington Avenue, Scranton, PA 18503 until 10:00 a.m. November 1, 2019 at which time such proposals will be opened in the City Council Chambers for the following:

CITY OF SCRANTON

PROFESSIONAL SERVICES MUNICIPAL AUDITOR

GAS CARD AUDIT SERVICES

Proposals shall be made in accordance with the specifications to be obtained from the City Purchasing Department, 340 North Washington Avenue, Scranton, PA 18503 and which may be had by interested parties responding to the Request. Copies can be requested by contacting the City of Scranton Purchasing Clerk, at jreed@scrantonpa.gov.

Sealed envelopes containing the proposals will be received and identified as “City of Scranton Gas Card Audit Services”. The envelopes should be delivered or mailed to the Office of the City Controller, at the address listed above, so as to arrive by the date and time specified above. The City of Scranton will require six (6) copies of this proposal. If you have any questions, please call David M. Bulzoni, Business Administrator, at (570) 348-4118, or Roseann Novembrino, City Controller, at (570) 348-4215.

David M. Bulzoni

Business Administrator

Each proposal must be accompanied by a signed proposal and the appropriate addenda certificates