

ADVERTISEMENT

Town of Ocean City Bid Solicitation – Onsite Document Scanning Services

The Town of Ocean City is seeking proposals from qualified and experienced vendors to provide onsite document scanning services in conformity with the specifications detailed in the Proposal Documents.

Proposal Documents for the Onsite Document Scanning Services may be obtained from the Town of Ocean City's Procurement Department by either e-mailing the Procurement Manager, Catrice Parsons, at cparsons@oceancitymd.gov or by calling 410-723-6647 during normal business hours, or via the Bid tab on the Town's [website](#). Vendors are responsible for checking this website for addenda prior to submitting their bids. The Town of Ocean City is not responsible for the content of any Proposal Document received through any third party bid service. It is the sole responsibility of the vendor to ensure the completeness and accuracy of their Completed Proposal Documents.

Sealed Bid Documents are due no later than 4:30 p.m. on Monday, March 28, 2016 and will be opened and read aloud at the Council Work Session held on Tuesday, March 29, 2016 at 1:00 p.m. Bids are to be submitted to the Town of Ocean City, Attn: City Manager's Office, Room 230, Ocean City, MD 21842. Late Bid Document will not be accepted.

Minority vendors are encouraged to compete for award of the solicitation.

Catrice Parsons, CPSM, CPPB
Procurement Manager
Town of Ocean City, Maryland