**ADVERTISEMENT FOR BIDS**

***[INSTRUCTIONS FOR PREPARING THIS FORM FOR INCLUSION IN THE PROJECT MANUAL ARE IN ITALICS AND BRACKETS. PLEASE COMPLETE FIELDS AND DELETE ALL INSTRUCTIONS INCLUDING BRACKETS]***

Sealed Bids for: ***[Insert Project Name]***

***[Insert Building Name, if applicable]***

***[Insert Name of College/University]***

***[Insert Campus Name, if applicable]***

***[Insert City, Minnesota]***

will be received by: ***[Insert Name of Bid Recipient]***

***[Insert Name of Building, Room #]***

***[Insert Name of College/University]***

***[Insert Campus Name, if applicable]***

***[Insert City, Minnesota, Zip]***

Until ***[Insert Time AM/PM]****, local time****, [Insert Date]*** at which time the bids will be opened and publicly read aloud.

Project Scope: *[****Give a description of the Project scope. See Instructions for examples.]***

A Pre-Bid Meeting will be held at ***[Insert Time a.m./p.m.], [Insert Day of Week], [Insert Date]***, in Room ***[XXX], [Insert Name of Building, Insert Name of College/University****,* ***Insert Campus Name, if applicable.]*** The Architect/Engineer and/or College/University Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

Bidding Documents are as prepared by the Project Architect/Engineer of Record; ***[Insert Name of the Project Architect/Engineer*]:**

Interested parties may view the Bidding Documents at no cost on the website: <http://www.minnstate.edu/system/finance/facilities/design-construction/announcements/index.html> and then click on “Advertisement for Bids (***E-Plan Room***)”. Bidding Documents can be downloaded for a non-refundable charge of $10.00. Plan holders are parties that have downloaded the Drawings and specifications. Plan holders will be notified via email as addenda are issued. Parties that download the Drawings and specifications and need to have them printed elsewhere are solely responsible for those printing costs. The sales of paper copies for projects listed on this site are not available. Contact QuestCDN.com at 952-233-1632 or [info@questcdn.com](mailto:infow@questcdn.com) for assistance in viewing or downloading with this digital project information.

**END OF SECTION**