

SALEM TOWNSHIP
NOTICE OF SOLICITATION OF BIDS
Information Technology Support Services

Salem Township is accepting sealed bid proposals for Information Technology Support Services. Bids must be submitted to the Township at 9600 Six Mile Rd., Salem, MI 48175. **The deadline for submission of bids is Friday, September 3, 2010 at 4:30 p.m.** Bids will be opened on Tuesday, September 7, 2010 at 2:30 p.m. and the Township Board will review and may award the contract on September 14, 2010 at 7:00 p.m.

General outline of the work will consist of:

Provide Information Technology Support Services to the Township and its individual departments including, but not limited to, hardware and software troubleshooting and repairs, implementation of new computer related equipment and software, planning for technology improvements, and special technology projects.

Each bidder is to schedule a review of the listed specifications with the Township Designee. The review is to also include a walk-through of the facility and inspection of the computer and network resources to be maintained. A complete bid proposal should include qualifications, references, full history and description of firm, a Letter of Understanding as to your interpretation of the Scope of Work along with the Bid Proposal Form.

Proposal specifications may be obtained at the Salem Township Hall, 9600 Six Mile Rd. Salem, MI. 48175. The bid proposal can be viewed at the Salem Township website www.salem-mi.org For further information contact Kim Hoppe @ (248) 349-1690 x4.