



QUEENS PUBLIC LIBRARY

We speak your language.

April 14, 2021

To All Interested Bidders:

The Queens Borough Public Library (the “Library”), hereby solicits proposals from experienced firms and individuals (hereinafter referred to as “Bidders”) in response to this Invitation for Bid (“IFB”) to enter into a contract for Custodial Supplies for Queens Public Library.

To facilitate communication between the Library and Bidders and to ensure that all Bidders have access to the same information, all information concerning this IFB, including how to submit a bid, will be posted on the Library’s website at: <https://www.queenslibrary.org/about-us/procurement-opportunities> . All questions regarding this IFB must be submitted as set forth in the IFB. The Library will post questions and responses on the bid website.

We look forward to your interest and participation in this IFB.

Sincerely,

*William R. Funk*

William R. Funk  
Director of Procurement