SUPPLIER CONTACT FORM

SECTION I – CONTRACTOR INFORMATION
CONTRACTOR'S NAME: _____ CONTRACTOR'S ADDRESS:_____ CONTRACTOR'S SAP VENDOR ID NUMBER:_____ CONTRACTOR'S FEDERAL IDENTIFICATION NUMBER: _____ CONTRACTOR'S TELEPHONE NUMBER: _____ CONTRACTOR'S E-MAIL ADDRESS: _____
SECTION II – CONTRACTOR CONTACT PERSON
NAME OF INDIVIDUAL RESPONSIBLE FOR RECEIVING THE REQUEST FOR QUOTE AND FOR PREPARINGAND SUBMITTING BID:_____ TITLE OF INDIVIDUAL: _____ INDIVIDUAL'S TELEPHONE NUMBER: _____ INDIVIDUAL'S FAX NUMBER: _____ INDIVIDUAL'S E-MAIL ADDRESS:_____ This individual must be available to answer questions regarding the Contractor's ability to deliver product. This person will be responsible for monitoring the Contractor's supply of materials and will notify the Commonwealth of any problems meeting delivery requirements.