



*"Village with a Past, City with a Future"*

210 Fidalgo Ave, Kenai, Alaska 99611-7794  
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 www.kenai.city

**Written Quote Form**

Date: \_\_\_\_\_

**Item to be purchased:**

Quantity Requested: \_\_\_\_\_

Item to be Delivered by: \_\_\_\_\_

Description: (Attach additional Information or Drawings if applicable)

Make/Model: (Attach additional Information or Drawings if applicable)

Vendor Information: (Minimum of 3 vendors must be solicited, use Sole Source Form if less than 3)

Vendor	Price

*Please attach the written request for quotation, and the quotes that you received in response. If a vendor does not respond, please note by placing N/A in the price field above.*

Form Prepared By: \_\_\_\_\_