



# APPENDIX A:

# PRODUCT AND SERVICE

# SPECIFICATIONS AND

# REQUEST FOR PROPOSALS

The Purchasing Committee of the Illinois Association of School Business Officials (Illinois ASBO) has solicited and will continue to solicit and update bid specifications used by institution throughout the State. If you would like to submit an RFP or bid document for the Manual, please send it to Tim Keeley at [tkeeley@oprfs.org](mailto:tkeeley@oprfs.org)

These RFPs and bid documents are housed in the Illinois ASBO peer2peer Network on the Resource Page under the category "RFP Template."

*These sample bid documents and RFPs are only intended to serve as a guide, not as the final work for an individual district. Good judgment on the part of any reader will suggest when legal counsel or advice from a second party is warranted beyond what is provided within these documents.*