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BID/RFP ADVERTISING AUTHORIZATION FORM

This authorization form must be fully completed. Bids will not be considered unless accompanied by a signed authorization from both the Town Treasurer and Town Administrator.

It is the responsibility of the submitting party to ensure completeness before submission to the Clerk's office.

BID/RFP # 1076

REQUESTED BY: Michele Martins,
(Printed) _____ (Signature) _____

BRIEF PROJECT NARRATIVE: Requesting Sealed Bids for Catering Services for the 4th of July Ball June 20, 2026

SOURCE OF FUNDING:

Approved by Town Council (Date) _____

Regular Budget Line Item (Number) _____

Special Appropriation _____

Grant (source) _____

Other _____

Authorization is hereby granted to proceed with the advertising requirements for the Bid/RFP described above.

10/28/25
Steven Contente, Town Administrator (Date)

10/28/25
Carl Carulli, Town Treasurer (Date)

Pre-Bid Meeting No Yes if yes, Mandatory or Recommended

Date: 1 Time: _____

Location: _____

Special Instructions (if applicable): _____

Question Submission Information:

Deadline Date: 12/3/2025 Time: 2:00 PM

Contact Name: Michele Martins

Contact email: mmartins02809@gmail.com Phone # _____

All fields must be completed. Incomplete authorization forms may be rejected, leading to potential postponement of bid opening dates. Forms must be completed and submitted with the bid documents no later than one week before the first scheduled advertising date.

**TOWN OF BRISTOL
INVITATION TO BID
BID No. 1076**

Sealed Bids will be received until 12 noon on Wednesday, December 10, 2025 for the following:

**Catering Services for Bristol Fourth of July Ball 2026
BID #1076**

BIDS WILL BE OPENED AT 12 NOON AT THE BRISTOL TOWN HALL, 10 COURT STREET ON December 10, 2025 FOR THE TOWN COUNCIL MEETING OF December 10, 2025.

The Town of Bristol is requesting sealed bids for Catering Services for the Bristol Fourth of July Ball 2026, in accordance with all terms and specifications contained herein.

Specifications may be obtained and bids MUST be filed at the Office of the Town Clerk, 10 Court Street, Bristol, RI 02809. Specifications are available for download at <https://www.bidnetdirect.com/rhode-island/bristolri> by registering and/or logging in as a vendor.

Bids (one original marked “MASTER” and one copy) must be submitted in a sealed envelope and must be clearly marked on the outside, **“Bid #1076 – Catering Services for Bristol Fourth of July Ball 2026”** and addressed to the Town Clerk’s Office, Town Hall, 10 Court Street, Bristol, RI 02809. Sealed bids will be received until 12 noon on December 10, 2025.

Individuals requesting interpreter services for the hearing impaired must notify the Town Clerk’s Office (401) 253-7000 three business days prior to the bid opening.

The Town reserves all rights to reject any and all bids, or any part thereof, or to go on the open market when it is deemed in the best interest of the Town.

MELISSA CORDEIRO
TOWN CLERK

November 20 & 27, 2025

LEGAL NOTICE

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TOWN CLERK**

November 20 & 27, 2025