



DATE: \_\_\_\_\_

**ATTENTION: Ralph S. Helton**

**SUBJECT: SOLICITATION NO.: F5-2681-02-RFP02-1045**  
**TITLE: Central Lab & Office Building General Construction**

[See Section A to obtain above needed information]

**LETTER OF ACKNOWLEDGEMENT**

Receipt of the subject Request for Proposal is hereby acknowledged with the following comments:

- This firm will submit an offer on or before \_\_\_\_\_.
- We decline to submit an offer for the following reasons:
  - Retain on bid list.
  - Delete from bid list.

Any amendment to this Request for Proposal should be sent to:

Company Name: \_\_\_\_\_  
ATTN: \_\_\_\_\_  
Title: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City, ST ZIP: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

– If different than the above –

Company Name: \_\_\_\_\_  
ATTN: \_\_\_\_\_  
Title: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City, ST ZIP: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

Company Name: \_\_\_\_\_

Signature Company Official: \_\_\_\_\_

Name: (Printed): \_\_\_\_\_ Date: \_\_\_\_\_