



Office Engineer Division
200 N.E. 21st Street
Oklahoma City, OK 73105-3204
www.odot.org

REQUEST FOR SUBMITTAL OF WRITTEN BID

Unless otherwise noted in the proposal, all bids must be submitted over the internet via Bid Express. If the need arises such that a hand written bid is the only method that a contractor has of submitting a bid proposal, then the contractor must receive approval from the Office Engineer Division prior to submitting the hand written bid.

In order to request approval to submit a hand written bid, return this completed form to:

Oklahoma Department of Transportation
Office Engineer Division, Room A5
Oklahoma City, OK 73105
fax: 405-522-0972
email: orderdesk@odot.org

When written bids are allowed, sealed proposals, hand delivered or sent by registered mail, will be received through the ODOT Office Engineer Division until 30 minutes prior to the scheduled bid opening. From 30 minutes prior to the bid opening until the time of the bid opening, bid proposals must be hand delivered directly to Office Engineer Division, or directly to the ODOT Commission Room located to the east of the lobby.

Letting: _____

Call Order #: _____

County: _____

J/P Number: _____

Bidding Firm: _____

FEI/No.: _____

Reason for Request

Bidder's Name: _____

Title: _____

Bidder's Signature: _____

Date: _____

Bidder's Phone # _____

Bidder's Fax # _____

Bidder's E-Mail: _____

FOR OFFICE USE ONLY

APPROVED: _____

DENIED: _____

OFFICE ENGINEER'S SIGNATURE: _____

"The mission of the Oklahoma Department of Transportation is to provide a safe, economical, and effective transportation network for the people, commerce and communities of Oklahoma."

AN EQUAL OPPORTUNITY EMPLOYER