



INTENT TO BID FORM

Revised: 03/31/2017

Page 1 of 1

Rappahannock Area Agency on Aging d/b/a Healthy Generations AAA invites all prospective bidders to submit proposals on HG projects. It is requested that bidders mail, fax or email this form to Healthy Generations Finance Director at least two weeks prior to the proposal due-date. This information is sought for several purposes:

- It enables requestor to advise prospective bidders if there are substantive changes to the RFP (e.g., due date extension, clarification of work statement requirements, etc.).
- Enables requestor to monitor receipt of promised proposals as the due date arrives.
- Permits requestor to ascertain the level of interest in individual projects; allowing for better allocation of requestor resources for the subsequent proposal reviews.

NOTE: Submission of this form is not a mandatory requirement; proposals will be accepted even if this information is not provided. Additionally, if the information is provided, the prospective bidder is not subsequently obligated to submit a proposal.

TO:

Healthy Generations AAA
Attn: Director of Finance
460 Lendall Lane,
Fredericksburg, VA 22405
Email: audit@healthygenerations.org

I intend to bid on the project indicated below:

Project Number: _____

Project Title: _____

Name: _____

Title: _____

Company: _____

Address: _____

Tel: _____

Fax: _____

Email: _____