

## **LEGAL ADVERTISEMENT**

The West Virginia School of Osteopathic Medicine (WVSOM) is soliciting proposals for the rental of a tent for its upcoming 2025 WVSOM graduation ceremony, which includes Audio Visual Equipment and setup. Proposals must comply with the applicable provisions of the West Virginia Code.

A copy of the Request for Bid (RFB) will be available for download under the Legal Notices section at [www.wvsao.gov](http://www.wvsao.gov) and on the Higher Education Policy Commission (HEPC) Purchasing and Finance Website. Additionally, a copy of the RFB may be requested via email at [WVSOMBids@osteo.wvsom.edu](mailto:WVSOMBids@osteo.wvsom.edu). All bids must be submitted in accordance with the RFB as issued.

### **Mandatory Pre-Bid Meeting**

March 7, 2025 @ 2:00 PM

Location: Webex (Contact Kerry Lemon @ 304-647-6302 or [klemon@osteo.wvsom.edu](mailto:klemon@osteo.wvsom.edu) to get registered and receive the Webex Link- **(Registration Deadline is March 7, 2025 at 12:00 PM-Noon)**)

### **Deadline for Questions**

March 10, 2025, by 12:00 PM-Noon

All questions must be submitted via email to [WVSOMBids@osteo.wvsom.edu](mailto:WVSOMBids@osteo.wvsom.edu). Answers will be emailed by 5:00 PM on March 11, 2025.

### **Proposal Due Date**

March 18, 2025, by 10:00 AM

**Proposals must be submitted by the due date. Late submissions will not be considered.**

### **Contact Information**

For further details or to request the RFB or the pre-bid meeting link, please email Kerry Lemon at [klemon@osteo.wvsom.edu](mailto:klemon@osteo.wvsom.edu).

**WVSOM reserves the right to reject any or all proposals.**