

Document 840

Notification of Available Subcontract Work

City of Topeka, Kansas

This form shall be completed and submitted to the [Contracts & Procurements division-Contract Compliance](#) (10) days prior to the bid opening as prescribed by the Instructions to Bidders. Show the City project number on all correspondence.

The bidder, _____, hereby certifies that [Contract Compliance](#) was contacted by hand delivering or faxing (785-368-4499) a written invitation for minority subcontractors' bids on _____, 20____, for the following project:_____

_____.
Bids are to be opened on this project by the City of Topeka on _____, 20____. The bidder intends to subcontract the following crafts or services:

Signature of Bidder

Phone Number_____

Fax Number_____

Certificate of Receipt

I, _____, of [Contracts & Procurements Division-Contract Compliance](#) hereby certify that_____ hand-delivered or faxed a written invitation for minority subcontractors' bids on the following project, _____, of the City of Topeka on the _____ day of _____, 20____.

Signature of [Contracts & Procurements staff](#)