

**21. VENDOR'S GENERAL LETTER TO INTERESTED VENDORS FOR  
NOTIFICATION OF INFORMAL PROTEST HEARING**

**BOARD OF COUNTY COMMISSIONERS  
ESCAMBIA COUNTY, FLORIDA**

**OFFICE OF PURCHASING**

213 PALAFOX PLACE, 2<sup>nd</sup> Floor

P.O. BOX 1591

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CLAUDIA SIMMONS  
*Purchasing Manager*

(Date)

TO: KNOWN INTERESTED PARTIES

RE: **Specification #PD \_\_\_\_\_, (Description)**

Gentlemen:

Pursuant to Escambia County Code of Ordinances Chapter 46, Section 46-101 A Protested Solicitations and Awards@, an informal hearing has been set for **Day, Month Date, Year,** at **Time a.m/p.m.,** CST/CDT, on the 2<sup>nd</sup> Floor, Room #\_\_\_\_\_, Matt Langley Bell, III Building, 213 Palafox Place, Pensacola, Florida 32502.

If you have any questions, please do not hesitate to contact **Purchasing's Agents Name, Title,** at (850) **Telephone number.**

Sincerely,

Claudia Simmons, Purchasing Manager

CS/Initials:initials

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(Revised 3/1/08)