

Research Corporation of the University of Hawaii
RECORD OF VERBAL QUOTATIONS

P.O. No.: _____

Part A. Description of goods/services for which quotation is solicited: _____

Part B. Quotations solicited (Minimum of three):

<u>Vendor</u>	<u>Contact Name & Title</u>	<u>Phone No.</u>	<u>Date & Time of Quote</u>	<u>Amount Quoted</u>
1)				
2)				
3)				
4)				
5)				

Part C. Justification for inability to obtain minimum of three quotations: _____

Name of Individual soliciting quotations