



City of Philadelphia
Procurement Department
Services, Supplies, and Equipment (SS&E)

SS&E Vendor Forum

The City of Philadelphia Procurement Department Services, Supplies, and Equipment (SS&E) Division wishes to cordially invite all SS&E vendors interested in doing business with the City of Philadelphia to a SS&E Vendor Forum:

Tuesday, June 17, 2014

Session 1: 10:00 AM to 11:30 AM

[Free Library of Philadelphia Central Library Auditorium](#)

1901 Vine St, Philadelphia, PA 19103

Session 2: 12:30 PM to 2:00 PM

[Free Library of Philadelphia Central Library Auditorium](#)

1901 Vine St, Philadelphia, PA 19103

Session 3: 5:00 PM to 6:30 PM

[Municipal Services Building 16th Floor Room "Z"](#)

1401 John F Kennedy Blvd, Philadelphia, PA 19102

The SS&E Vendor Forum will focus on information regarding new changes to SS&E bid fees, the new SS&E terms and conditions, and general information about the SS&E bidding process.

These changes significantly reduce the fees necessary to bid on City of Philadelphia SS&E bids.

- The **Bid Security Fee** has been reduced to a single annual non-fundable fee of **\$100.00**, which covers the time period from July 1, 2014 to June 30, 2015 as part of the **Annual Bid Security Program**.
- The **Bid Processing Fee** has also been reduced to a flat non-refundable fee of **\$25.00**.

Please RSVP online at <http://goo.gl/1hbvfO>

If you have any questions, please email bid.info@phila.gov.