



Finance and Administration Services Department

PURCHASING DIVISION

115 S. Andrews Avenue, Room 212, Fort Lauderdale, Florida 33301 | 954-357-6066 | FAX 954-357-8535 | broward.org/Purchasing
Hours of Operation: Monday through Friday 8:30 a.m. to 5:00 p.m.

Mandatory Pre-bid or Mandatory Pre-Solicitation Meeting

When necessary, some solicitations will require mandatory pre-bid or pre-solicitation meetings. In the event that a notice of MANDATORY PRE-BID OR MANDATORY PRE-SOLICITATION meeting is posted on any solicitation document, you are hereby notified that in order to respond to an Invitation for Bid, Request for Letters of Interest, Request for Proposal or Quotation (or any other procurement document used), attendance at the meeting is MANDATORY. Be advised that any firm not attending the mandatory meeting **will not** have an opportunity to be considered as a potential provider. Read the Solicitation Document very carefully and follow all instruction to bidders.