



## **Purchasing Department**

### **A Department of the Tulsa County Budget Board**

Tulsa County Administration Bldg.  
500 South Denver  
Tulsa, Oklahoma 74103-3832  
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**Matney M. Ellis**  
Purchasing Director

January 23, 2019

Board of County Commissioners  
Tulsa County Administration Building  
Tulsa, Oklahoma 74103

We respectfully request the Board of County Commissioners advertise for bids for all Tulsa County departments and related agencies for the following:

### **Office Supplies**

Specifications will be prepared by this department and all using Tulsa County departments. Bids must be received no later than 4:00pm on the 22<sup>nd</sup> day of February, 2019. Bids will be opened at the Board of County Commissioners meeting on the 25<sup>th</sup> day of February, 2019. This bid shall advertise one (1) time.

Respectfully yours,

Matney M. Ellis  
Purchasing Director

MME/arh

ORIGINAL: Michael Willis, County Clerk, for the January 28, 2019 agenda