

## COVID 19 Bid Opening Procedures

Due to COVID 19 & the issuance of a shelter in place order from Governor Kay Ivey, Auburn University will allow the submission of electronic bids. Hard copy responses will no longer be received during this time. Complete bid responses should still be submitted by 10:30 CT on the designated bid due date. **Emailed bid responses MUST be submitted to [bids@auburn.edu](mailto:bids@auburn.edu) with the appropriate Auburn University bid number as the subject line. No other language should be in the subject line. Bids submitted to any other email address will not be accepted.**

Auburn University bid openings will be done solely online. In order to comply with State of Alabama bid law, bid openings will now be made public via the below conference call information.

Telephone: Meeting ID: 921 523 189

Dial: +1 646 876 9923 (US Toll)

or +1 312 626 6799 (US Toll)

If you wish to listen to bid openings, please make sure your microphone is muted, as only PBS staff should be speaking during these openings.

Please note that when opening an RFP, PBS staff will only read the vendor names of responses received. RFP pricing will not be read aloud as additional factors are involved in the evaluation.

If you have any questions, please email John Corgill at [jpc0004@auburn.edu](mailto:jpc0004@auburn.edu)