

July 10, 2019

Dear Business Owner:

The Town of Wallingford is accepting bids to supply the Wallingford Town Hall and Town Garage with #2 heating oil for this year's winter season. The Town used approximately 4,500 gallons of heating fuel last season.

We are requesting sealed bids be received by the town by **Wednesday, July 31st at 4:30 p.m.** with fixed pricing for three payment options: 1) prepayment in full; 2) monthly budget; and 3) pay within 30 days of delivery.

If possible, the Gilbert Hart Library would like to be included in the bid (but billed separately and directly to them). They use approximately 1,000 gallons. Please verify whether the library will receive the same rate.

Signed and sealed bids should be mailed to: Wallingford Town Administrator, 75 School Street, Wallingford, VT 05773. You are welcome to drop off sealed bids at Town Hall.

If you have any questions, please contact me at 446-2872 Monday through Thursday between 8:00 a.m. and 12:30 p.m. Thank you.

Sincerely,

Sandi Switzer
Town Administrator