



STATE OF ARKANSAS
**Department of Finance
and Administration**

OFFICE OF STATE PROCUREMENT
Marketing and Redistribution
6620 Young Road
Little Rock, Arkansas 72209
Phone: (501) 565-8645
Fax: (501) 565-5059
<http://www.arstatesurplus.com>

Dear Prospective Bidder:

Thank you for your interest in buying state surplus property from the Department of Finance and Administration, Office of State Procurement, Marketing and Redistribution Section.

To receive electronic notification regarding bids, you must register by going to www.arstatesurplus.com and click on E-News sign up.

Upon registering, you will be notified electronically as bids are posted to the Marketing and Redistribution web page. Bidders will be dropped from bidding when they fail to respond to three consecutive Invitations to Bid. Bidders will not be eligible for reinstatement to the list for three (3) months after being dropped for non-responsiveness.

In addition, if the bid you offer is the highest bid received and you do not honor your bid offer, your name will be dropped from the bid notification and you will be ineligible to bid on the following three bids for same or similar items being offered.

All items offered for sale by Marketing and Redistribution are sold on an "as is, where is" basis. It is the responsibility of the bidder to insure himself/herself that the product being purchased is suitable for the purpose intended. Marketing and Redistribution will make no exchanges or refunds on items purchased.

Marketing and Redistribution in addition to issuing Invitations to Bid offers surplus items each Wednesday of each month on a "cash and carry" basis and via our web site. You may reach the web site by accessing it through the State of Arkansas Home Page or by our E-mail address: www.arstatesurplus.com.

Thank you again for your interest in doing business with the State of Arkansas. It will be our pleasure to do business with you.

Sincerely,

David W. Justice, Manger
Marketing and Redistribution