

Warren County Department of Human Services

416 S. East Street • Lebanon, Ohio 45036

County Commissioners

Tom Grossmann • Shannon Jones • David G. Young

REQUEST FOR PRICE QUOTES DOCUMENT SHREDDING SERVICES May 8, 2020

Warren County Job and Family Services is seeking quotes for Document Shredding Services.

The services must meet the below criteria;

- Shredding must occur on site and company must provide certification documentation at time of service,
- Shredding should occur once per month on a set schedule rotation,
- Pricing should include the cost of 4-5 Large Locked Bins,
- Quote should include a list of current government clients you are working with,
- Pricing should include full monthly cost your company can offer.

Please indicate all pricing for these services and indicate when your price quote shall expire. Please send all quotes and any questions to Lauren Cavanaugh, Director, at either email, mail, or fax no later than **Monday, June 1, 2020 @ 4:30 PM.**

Sincerely,

Lauren V. Cavanaugh

Director

Lauren.Cavanaugh@jfs.ohio.gov

Direct: 513-695-1402

Fax: 513-695-2940