

SEE BID DOCUMENT FOR INSTRUCTIONS ON WHERE TO  
SEND SAMPLES, PROPER LABELING AND DETAILS.

**ALTERNATE PRODUCT EVALUATION  
FORM FOR ITB/BID 231602**

**INSTRUCTIONS:**

1. Complete form.
2. E-mail Shelby Stidham at [sstidham@ecsdfl.us](mailto:sstidham@ecsdfl.us) the completed form along with product specifications (including pictures or drawings of product) to Purchasing Department, copy to Jasper Simmons email to: [jimmmons1@ecsdfl.us](mailto:jimmmons1@ecsdfl.us) and Patrick Thompson at [PThompson@ecsdfl.us](mailto:PThompson@ecsdfl.us)

1. NAME OF ITEM: \_\_\_\_\_
2. ESCAMBIA COUNTY ITB/BID NUMBER: \_\_\_\_\_
3. ITEM NUMBER ON ITB/BID: \_\_\_\_\_
4. MANUFACTURER'S PRODUCT CODE NUMBER AND BRAND NAME: \_\_\_\_\_
5. PACK SIZE: \_\_\_\_\_ NUMBER OF ITEMS PER CASE: \_\_\_\_\_
6. SPECIFICATIONS: Attach to this form
7. EXPECTED DELIVERY DATE TO PURCHASING: \_\_\_\_\_
8. CONTACT PERSON: \_\_\_\_\_
9. COMPANY NAME: \_\_\_\_\_
10. NAME ON SHIPMENT CONTAINER (If different from above): \_\_\_\_\_
11. PHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_
12. EMAIL ADDRESS: \_\_\_\_\_

The Bid Tabulation will indicate whether your sample was approved or not.

**PRODUCT/WARRANTY LITERATURE  
SHOULD BE SENT TO:**

**Escambia County School District  
Attn: Shelby Stidham  
Purchasing Department  
75 N. Pace Blvd.  
Pensacola, Florida, 32505**

**OR**

**E-Mail to: [SStidham@ecsdfl.us](mailto:SStidham@ecsdfl.us)  
(Bidders must confirm receipt of electronic documents)**

**Purchasing Phone Number for Delivery Schedule or Carrier  
Ticket: 850-469-6210**

**MARK OUTSIDE OF BOX: Alternate Product Evaluation Form for Bid#231602 – Cafeteria Equipment**

**Refer to bid document for complete instructions regarding alternate product evaluation  
submission.**