

This is a list of the information a nursery **MUST HAVE** to efficiently fill out a plant bid. The items in **bold** are the most critical.

- **Scientific name**
- Common name
- **Size**
- Whether size substitutions will be considered
- **Quantity**
- Limit on genetic origin (see note below)
- Any special comments
- Date you need the response by
- **Date you need the plants by**
- Project name
- **Whether you require delivery → delivery location**
- Wholesale or sales taxed

“Genetic origin” refers to the location of the collection site for seeds and cuttings used in propagation of a plant. This may or may not be anywhere near where the specific plants were grown; rather it is the where the parent material came from. There is a growing awareness of the possible importance of this information. Some nurseries already offer details on genetic origin and some day knowledgeable customers will require it of native plant nurseries.

## Plant Bid Request

<b>Your company name:</b>	<b>Project name:</b>
	<b>Bid due date:</b>
<b>Bid requested by:</b>	<b>Date plants needed:</b>
<b>Phone:</b>	<b>Delivery required</b> no   yes→ (location)
<b>Fax:</b>	<b>Willing to consider size substitutions</b> no   yes

Bidder: \_\_\_\_\_ Date: \_\_\_\_\_

SPECIES	SIZE	QTY REQ.	QTY AVAIL	COST EACH	SOURCE (COUNTY)	COMMENTS

Bidder: \_\_\_\_\_ Date: \_\_\_\_\_

SPECIES	SIZE	QTY REQ.	QTY AVAIL	COST EACH	SOURCE (COUNTY)	COMMENTS

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**Items NOT in bold filled in by respondent**