



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

January 23, 2008

OFFICE OF BUSINESS AFFAIRS MEMORANDUM No. FY08-24

Delivered via Campus Email

TO: President, Vice Presidents, Deans and Department Heads

FROM: Mary Lee Hodge
Vice President of Business Affairs

RE: Notice of Public Auction

A public sealed bid auction will be held on the campus of Prairie View A&M University, to dispose of Surplus Property. Items to be auctioned include automobiles, utility vehicles (similar to golf carts), lawn equipment, furniture, desks, and other small items. All items will be sold "AS IS" to the highest bidder. Bids may be submitted for individual items or by lot for 'like items'.

Surplus items may be viewed prior to the bid opening date. A complete list of items and the bid forms may be obtained with the contact information below. All bids must be submitted on the standard bid form in a sealed envelope. Bids will be accepted Thursday, January 24th and Friday, January 25, 2008 from 8:00 a.m. to 5:00 p.m. and must be submitted to the following address:

**Prairie View A&M University
Central Receiving Warehouse
Reba Bland Evans @ Anne Preston Street
Prairie View, Texas 77446**

Bids will be opened on Monday, January 29, 2008 at 2:00 p.m. in W.R. Banks Building, Room 116, awards will be made the same day. For further information please contact Mr. Earnest Adams via email at eradams@pvamu.edu or Fred Williams at efwilliams@pvamu.edu.