## **Department of Administrative Service, State Purchasing Division**

# Team Georgia Marketplace



## **REQUEST FOR SUPPLIER TRAINING**

### **Purpose:**

Use this form to request TGM training for Bidders/Suppliers and submit questions regarding Bidder/Supplier Training.

#### Instructions:

1. Complete the requested information below.

Revised: December 12, 2018

2. After completion, save the form to your computer and then e-Mail it to <a href="mailto:purchasing@doas.ga.gov">purchasing@doas.ga.gov</a>.

| CONTACT INFORMATION        |                               |  |
|----------------------------|-------------------------------|--|
| State Entity Name:         |                               |  |
| Issuing Officer Name:      |                               |  |
| e-Mail Address:            |                               |  |
| Office Number:             | Cell Number:                  |  |
| RFx INFORMATION            |                               |  |
| Solicitation Name:         | Solicitation Number:          |  |
| Solicitation Type:         | Complexity:                   |  |
| Solicitation End Date:     |                               |  |
| TRAINING EVENT INFORMATION |                               |  |
| Event Type:                | If other, Indicate what Type: |  |
| Event Date:                | Event Time:                   |  |
| Location:                  |                               |  |
| Parking Access Needed:     | Number of Suppliers Invited:  |  |
| Additional Information:    |                               |  |

SPD-SP036