



Oak Ridge
HIGH SCHOOL

Oak Ridge High School
1450 Oak Ridge Turnpike
Oak Ridge, TN 37830

(865) 425-9601 Fax: (865) 425-9678

January 16, 2025

From: Drayton Hawkins, Principal

Subject: Yearbook Bids for FY26

Oak Ridge High School is in the process of accepting bids for our FY 26 yearbook. Sealed bids will be opened Tuesday, February 11 at 9:45AM in the ORHS Bookkeeper's Office.

Please bid on all items with the lowest possible price, which must be **firm** for 140 days from the February 11, 2025 bid opening. Any alternates or substitutes must meet or exceed the quality specifications of the items listed, and the buyer may reject any or all substitutes. As a Vendor, you will guarantee delivery of all books by April 27, 2026.

Final payment for the yearbook will be made within 30 days of receipt and approval of all yearbooks listed on the purchase order.

Please return the completed bid to:

Oak Ridge High School
Attn: Rachael Pryfogle, Adviser
1450 Oak Ridge Turnpike
Oak Ridge, TN 37830
SEALED BID – DO NOT OPEN

CC/la

Enclosure

Principal
Mr. Drayton Hawkins

Assistant Principals
Beth Estep
David Foust
Ray Wise
Stephanie Thompson

Athletic Director
Joseph Gaddis