

# County of Bernalillo

## State of New Mexico

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### Purchasing Department

ONE CIVIC PLAZA, N.W.  
ALBUQUERQUE, NM 87102  
(505) 468-7013  
FAX (505) 468-7067

October 3, 2008

**TO: All Prospective Bidders**  
**FROM: Colin Spencer, Senior Buyer**  
**Bernalillo County Purchasing Department**  
**RE: REQUEST FOR BID(S): #0015-09-CS**  
**Building Glass Replacement (Re-Bid)**

The Bernalillo County Purchasing Office is requesting sealed bids for the establishment of a price agreement for Building Glass Replacement services for various Bernalillo County Facilities. The purpose of this agreement will be to provide work "On Demand" and respond to emergencies for miscellaneous repairs, replacements, additions and new installations.

Sealed bids must be addressed to the Purchasing Department, One Civic Plaza N.W., 10<sup>th</sup> Floor, Room 10010, Albuquerque, New Mexico and received no later than 2:00 p.m. (local time), October 16, 2008, at which time the public opening and reading of bids received will begin. Delivery of bids is the sole responsibility of the bidder.

For registered vendors, the pertinent RFB document, including the specifications and the proposed contract documents can be downloaded through the purchasing website at no cost. For firms not registered, interested parties are welcome to register through the County's purchasing website, [www.bernco.gov](http://www.bernco.gov) and pay the required fee of \$50.00 plus a convenience of \$1.49 to process payment by credit card or \$1.25 per e-check. Vendors are also welcome to contact Nancy Noyola, at (505) 468-7255, or by e-mail [nnoyola@bernco.gov](mailto:nnoyola@bernco.gov) to request a hard copy document at a cost of .50 cents per page.

Questions regarding the bid submittal process, instructions to bidders or terms and conditions, shall be directed to the Senior Buyer, Colin Spencer (505) 468-7388 (phone), (505) 768-4067 (fax) or e-mail [cspencer@bernco.gov](mailto:cspencer@bernco.gov).

xc: RFB File #0015-09-CS