

County of Bernalillo
State of New Mexico

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Purchasing Department

ONE CIVIC PLAZA, N.W.
ALBUQUERQUE, NM 87102
(505) 768-4013
FAX (505) 768-4067

Date: April 20, 2008

Attn: All Prospective Offerors

From: Colin Spencer, Senior Buyer

Subj: **Request for Proposal (RFP) #36-08-CS**
Arts and Cultural Educational Outreach and Programs

The Bernalillo County Parks and Recreation Department is seeking non-profit 501(c)3 organizations or individual artists residing in Bernalillo County to provide Arts and Cultural programming and educational outreach throughout Bernalillo County. Organizations and individuals must have demonstrated past excellence in providing quality arts and cultural outreach and/or arts and cultural education to the general public via established public or private non-profit venues such as Bernalillo County community centers, cultural facilities or artistic and cultural venues that are free to the public.

For registered vendors, pertinent RFP documents, including the Scope of Services and the proposed contract documents pertaining to this project 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 and pay the required fee of \$50.00 plus a convenience fee of \$1.49 to process payment by credit card or \$1.25 per e-check. Vendors are also welcome to contact Colin Spencer, at (505) 468-7388, or by e-mail cspencer@bernco.gov to request a hard copy of document at a cost of 50 cents per page.

Sealed submittals for the referenced proposal must be addressed and delivered, no later than **4:00 PM (local time), May 16th, 2008**, to the Purchasing Department, One Civic Plaza, 10th Floor, Room 10010, Albuquerque, NM 87102. The Purchasing Department will date and time stamp the sealed envelope upon receipt.

Questions regarding the proposal submission process, instructions to offerors or terms and conditions, shall be directed to the Senior Buyer, Colin Spencer via e-mail to cspencer@bernco.gov.

cc: RFP# 36-08-CS, File Copy