

REQUEST FOR PROPOSAL

The City of Portales is requesting Competitive Qualification Based Sealed Proposals for **Professional Engineering Services for On Call Services at Portales Municipal Airport.** Sealed Proposals will be received by the **City of Portales, 100 West 1st Street, Portales, NM 88130** for **RFP #2020-02-23, NIGP Commodity Code(s): 92508, 91817**

A completed proposal must be submitted in a sealed envelope indicating the proposal title and number along with the Offeror's name and address clearly marked on the outside of the envelope. All proposals must be received by **2:00 p.m. (MST), Thursday, March 19, 2020** at the City of Portales Purchasing Department, **c/o Carla Weems, 100 West 1st Street, Portales, NM 88130**. By submitting a proposal for the requested services each firm is certifying that their proposal is in compliance with all of the regulations and requirements stated within the Request for Proposals.

Copies of the Request for Proposal can be obtained from the Chief Procurement Officer in person at the office of the Purchasing Department at 100 West 1st Street, Portales New México 88130. Copies of the Request for Proposal will be mailed upon written request, e-mail request or telephone request to Carla Weems, Chief Procurement Officer, at 575-359-4852. Email address is: cweems@portalesnm.gov.

Any proposal received by the Purchasing Department after the time and date specified above shall not be considered. This RFP may be cancelled and any and all proposals may be rejected in whole or in part when it is in the best interest of the City of Portales. (§13-1-131, NMSA 1978).

The City of Portales reserves the right to reject any and/or all proposals and waive all informalities as deemed in the best interest of the City.

Carla Weems
City of Portales
Chief Procurement Officer

(For Contracting Agency's Use Only)

Newspaper The Eastern NM News
Newspaper Albuquerque Journal

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Note: This Notice is issued pursuant to the requirements of §13-1-104 NMSA 1978 and must be published not less than 10 calendar days prior to the date set for the receipt of bids/proposals (§13-1-113 NMSA 1978) and published in a newspaper of general circulation in the area.