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Generosa Gracia Ramon
County Clerk, Val Verde County, TX

By  Deputy

**CITY OF DEL RIO – PUBLIC NOTICE
REQUEST FOR PROPOSALS RFP R:2022-107 FOR THIRD PARTY UTILITY BILLING
FOR THE CITY OF DEL RIO
DUE NOVEMBER 3, 2022, BY 2:00 PM**

The City of Del Rio is interested in contracting with a third party (Vendor) for Utility billing. It is the City's desire to contract with one company who can perform the City's Utility billing to include water, sewer, refuse and gas service billing by considering all offers to determine the best value for the City. The City is interested in awarding a contract to a vendor who can print and mail out bills while maintaining the existing cycle that the City of Del Rio Citizens are already accustomed to. Vendor will provide printing and mailing services after the City of Del Rio provides the information included on the bill. The City will be accepting sealed bids up until 2:00 PM on November 3, 2022. Bids can be mailed, or hand delivered. All bids received after this time will not be accepted and will be returned unopened.

The Sealed bids must be addressed as follows:

**City of Del Rio
RFP R:2022-107 Request for Proposals for Third Party Billing
Attention: Mary Acosta, City Secretary
109 West Broadway
Del Rio, TX 78840**

It is the responsibility of the submitter to ensure their submittal is received by the City of Del Rio City Secretary's Office by the due date and time. Submittals received after the deadline shall be considered void and unacceptable. The City of Del Rio reserves the right to reject any and all statements of qualification, to waive any informalities or irregularities, as it shall deem to be in the best interest of the City.

Any questions concerning proposal specifics should be addressed to Luis Menchaca, Purchasing Agent via e-mail at Luis.Menchaca@cityofdelrio.com no later than October 27, 2022 at 5 PM. Submissions cannot be altered or amended after submission deadline. Any interlineation, alteration, or erasure made before opening by the City must be initialed by the signer of the submission, guaranteeing authenticity.

Luis J. Menchaca – Purchasing Agent