

# 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: June 13, 2008

Attn: All Prospective Offerors

From: Colin Spencer, Senior Buyer

Subj: **Request for Proposal (RFP) #39-08-CS**  
**Deferred Compensation Plan (Section 457)**

The Bernalillo County Purchasing Department on behalf of Bernalillo County Human Resources is soliciting sealed proposals from Offerors to provide deferred compensation plan services that are eligible for favorable IRS treatment (IRC Section 457).

For registered vendors, pertinent RFP documents, including the specifications and the proposed contract documents pertaining to this project can be downloaded through the purchasing website at no cost. All organizations must be registered with the County in order to receive a complete copy of the RFP and submit a proposal. 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 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](mailto: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), July 16, 2008** to the Purchasing Department, One Civic Plaza, 10<sup>th</sup> 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](mailto:cspencer@bernco.gov).

cc: RFP# 39-08-CS, File Copy