

PART I – GENERAL REQUIREMENTS

DIVISION I - ADVERTISEMENT

RFP NO. 496-18

**PRINTING OF CITY OF HOBBS MAGAZINE
THAT WILL INCLUDE INFORMATION ABOUT
THE CORE (CENTER OF RECREATIONAL EXCELLENCE)
AND OTHER CITY OF HOBBS INFORMATION**

Sealed Proposals must be received by the City of Hobbs Finance Department, Room 224, Hobbs City Hall, 2nd Floor, 200 E. Broadway St., Hobbs, New Mexico 88240 by **5:00 p.m. on Thursday, December 21, 2017**, to provide Printing Services for the City of Hobbs Magazine that will include information on the CORE (Center of Recreational Excellence) and additional City of Hobbs information. Proposals received after the bid due date/time will be considered non-responsive and will be returned unopened.

The first edition of the proposed magazine will publicize the grand opening of the CORE as well as information on City of Hobbs Parks & Recreation Department activities that were previously published in the City's, *Summer Activity Guide*. Also included in the magazine will be additional City of Hobbs information on activities, events and programs hosted by all other City of Hobbs Departments.

It is anticipated that there will be three (3) editions of this magazine per year.

Anticipated yearly publishing schedules will be:

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|--|---------------|
| CORE Grand Opening & Summer Preview (1 st) Edition | Spring 2018 |
| Fall (2 nd) Edition | July 2018 |
| Spring (3 rd) Edition | November 2018 |

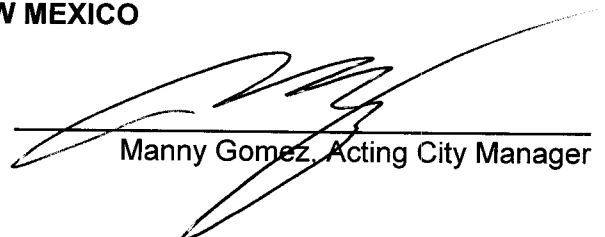
Each of the three editions will be published on the same approximate schedule in 2019 and beyond.

Scoring and evaluation criteria are described herein.

DEADLINE - 5:00 p.m. on December 21, 2017

Submitted proposals shall not be publicly opened. Any proposal received after the stated time will be returned unopened. Request for Proposal packages may be obtained from Shelly Raulston, Finance Department, 200 E. Broadway, Hobbs, NM. Phone Number: 575-397-9244. In case of ambiguity or lack of clarity, the City of Hobbs, New Mexico reserves the right to adopt the most advantageous thereof, or to reject any or all proposals and waive irregularities.

CITY OF HOBBS, NEW MEXICO



Manny Gomez, Acting City Manager

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