



Hidalgo County Purchasing Department
New Administration Building
2812 S. Business Highway 281
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

August 30, 2010

Re: **HIDALGO COUNTY**
Request For Qualifications -

**"Hidalgo County- Legal Services-Hidalgo County Civil
Service Commission"**
RFQ No: 2010-135-09-15CGV

Dear Respondents:

Enclosed please find a Request for Qualifications (RFQ) packet for you review and consideration.

Hidalgo County Purchasing Department welcomes and appreciates your participation in the RFQ process.

If any further assistance is required, please do not hesitate to call the Purchasing Department at (956) 318-2626.

Sincerely,

Martha L. Salazar, CPPB
Hidalgo County Purchasing Agent

MLS/cgv

Enclosures



Hidalgo County Purchasing Department
New Administration Building
2812 S. Business Highway 281
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

REQUEST FOR QUALIFICATIONS (RFQ) CHECKLIST

HIDALGO COUNTY

"Legal Services for Hidalgo County Civil Service Commission"

RFQ No: 2010-135-09-15CGV

1. Request For Qualifications Letter.
2. Request for Qualifications, Legal Notice, consisting of 10 pages.
(Page 10 must be submitted with response)
3. Requirements, Exhibit A, consisting of 8 pages.
4. Evaluation Criteria, Exhibit B, consisting of 3 pages.
5. Insurance Requirements, Exhibit C, consisting of 3 pages.
6. Conflict of Interest Questionnaire (CIQ), Exhibit D, consisting of 1 page.
(Must be submitted a with response)
7. Participant's Affidavit, Exhibit E, consisting of 1 page.
(Must be submitted with response)
8. Vendor Application and Request for Taxpayers Identifications Number (W-9) form, consisting of 7 pages.
(Must be submitted with response)
9. Certification Regarding Debarment, consisting of 1 page.
(Must be submitted with response)

The above mentioned items shall be found in the Request for Qualifications (RFQ) packet that is attached herewith. Should you find that any of the items are not attached in its entirety please contact Purchasing by calling (956) 318-2626, advise of missing documentation, and Purchasing will forward information either through facsimile or by U.S. Mail.

Thank you.


Martha L. Salazar, CPPB, Purchasing Agent

August 30, 2010
Date

RFQ No: 2010-135-09-15CGV

Buyer III: Griselda (Cris) Villarreal

Tel. No: (956) 318-2626

REQUEST FOR QUALIFICATIONS

Hidalgo County
Edinburg, Texas

“Legal Services-Hidalgo County Civil Service Commission”

September 15, 2010

Contact Person:

Martha L. Salazar, CPPB, Purchasing Agent

Hidalgo County Purchasing Department
2802 So. Business Hwy 281 - New Administration Building
Edinburg, Texas 78539

(956) 318-2626

Form HCPD-04