



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

MEMORANDUM

(Approval of Specifications)

TO: Armando Barrera, Jr., RTA
 Hidalgo County Tax Assessor/Collector

ATTN: Edgar Jaramillo via email: edgar.jaramillo@taxoffice.co.hidalgo.tx.us
 Mary Garcia via email: mary.garcia@taxoffice.co.hidalgo.tx.us

FROM: Sandra Montalvo, Buyer II
 Hidalgo County Purchasing Department

DATE: May 6, 2011

RE: Approval or Disapproval of Specifications for: – Hidalgo County Tax Assessor/Collector
 "Printing and Mailing of 2011 Tax Statements, Tax Rolls and Envelopes" Bid No. 2011-131-00-00-SMA

Please review the following **SPECIFICATIONS** and verify if all requirements are met by selecting **APPROVE, DISAPPROVE (or) APPROVED WITH MODIFICATIONS** and signing below. If your answer is **DISAPPROVE**, please make any modifications necessary to the specifications and return the revised copy to the designated Buyer in the Purchasing Department.

If you have any questions, please call me at (956) 318-2626 ext# 4865.

APPROVE <input type="checkbox"/>	DISAPPROVE <input type="checkbox"/>
APPROVE WITH MODIFICATIONS <input checked="" type="checkbox"/>	

Funds Availability: YES / NO

Other (Specify) _____

Budget Account No.: 1-1100-415-15-140-001-0-350

Paul Villaneva HCTO 5-11-11
 SIGNATURE PRINTED NAME DEPARTMENT DATE

SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 292-7612 or e-mail: sandra.montalvo@co.hidalgo.tx.us by no later than Wednesday May 11, 2011 @ 5:00 P.M..

Enclosures