



PURCHASING DEPARTMENT  
County of Hidalgo

ORIGINAL

## MEMORANDUM

**TO:** All Hidalgo County Elected Officials and Department Heads

**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *ms*

**DATE:** October 27, 2011

**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

Please be advised that the Hidalgo County Purchasing Department has been in the process of formulating a Countywide "Printing Items & Related Supplies Bid". Therefore, we are requesting that your department submit a list of items to the Purchasing Department of all forms which require printing services. Please include the following when submitting forms:

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- b) An estimated Minimum Quantity
- c) Samples of forms, Letterhead paper, Envelopes, Booklets, Receipt, Flyers, Signs Business cards etc.
- d) Budget Account.

All forms are due no later than Wednesday, November 2, 2011. If you should have any questions or need additional information please email: [Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us) or call 318-2626 x 4855.

Budget Acct. No. 1100-415-18-160-001-0-550

Department \_\_\_\_\_

11/23/11  
Date

Signature: *Martha Salazar*

Print: 11/23/11 Martha L. Salazar  
*ms*

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)

Adult Probation



PURCHASING DEPARTMENT  
County of Hidalgo

MEMORANDUM

ORIGINAL

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Hidalgo County Purchasing Department  
*ms*  
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Budget Acct. No. 1-1297-423-00-320-002-2-550

Adult Probation 10/31/11

---

Department Date

Signature: *Arnold K. Patrick* Print: ARNOLD K. PATRICK

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us) *Felipa*



PURCHASING DEPARTMENT  
County of Hidalgo

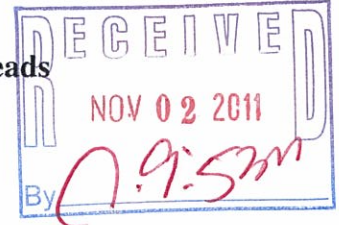
RECEIVED BY  
COUNTY AUDITOR

2011 OCT 31 AM 8 57

MEMORANDUM

ORIGINAL

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Hidalgo County Purchasing Department  
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Budget Acct. No. 1-1100-415-21-170-001-0-550

County Auditor's Office Department 10/31/11 Date

Signature: Linde Fong Print: Linde Fong

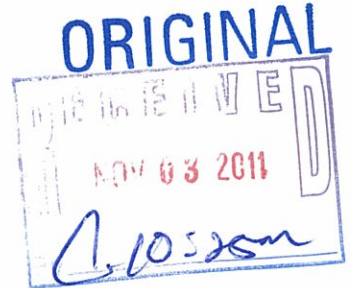
Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)

SCANNED  
OCT 31 2011  
INITIALS: LM



*City Clerks*

PURCHASING DEPARTMENT  
County of Hidalgo



# MEMORANDUM

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Hidalgo County Purchasing Department *ms*

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Budget Acct. No. 1-1100-415-40-180-001-0-550

County Clerks Department 11/2/11 Date

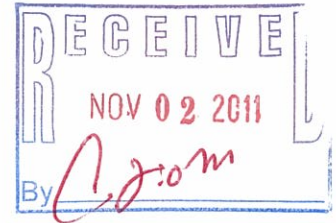
Signature: *E. Gomez* Print: Rene Perez

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)

H.I.D.T.A.



PURCHASING DEPARTMENT  
County of Hidalgo



MEMORANDUM

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Hidalgo County Purchasing Department *ms*  
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Budget Acct. No. 1-1254-412-00-270-014-0-550

Hidalgo County HIDTA Task Force

11/2/2011

Department

Date

Signature: *Dora L. Munoz*

Print: Dora L. Munoz, Cmdr.

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)

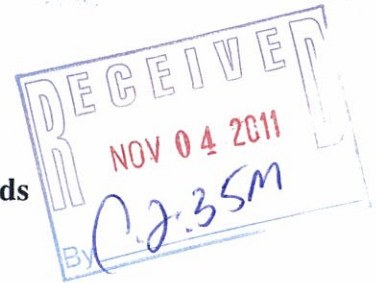


Human Resources

PURCHASING DEPARTMENT  
County of Hidalgo

ORIGINAL

MEMORANDUM



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Hidalgo County Purchasing Department  
**DATE:** October 27, 2011  
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*ms*

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ALL SAMPLES HAVE BEEN SUBMITTED 2010 NO CHANGES

Budget Acct. No. i-1100-415-50-190-002-0.550

HUMAN RESOURCES	10 /28 / 11
Department	Date
Signature: <u><i>Esther A. Cortez</i></u>	Print: <u>ESTHER A. CORTEZ</u>

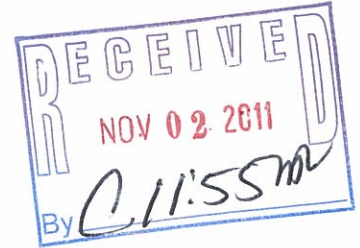
Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



PURCHASING DEPARTMENT  
County of Hidalgo

*Juvenile Justice Center*

MEMORANDUM



**TO:** All Hidalgo County Elected Officials and Department Heads  
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Hidalgo County Purchasing Department  
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**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

*ms*

ORIGINAL

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Budget Acct. No. 1-1100-423-60-330-002-0-550  
Juvenile Probation 11/1/11  
Department Date

Signature: [Signature] Print: Jose Octavo

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



PURCHASING DEPARTMENT  
County of Hidalgo

*Planning*

MEMORANDUM

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Budget Acct. No. 1-1100-419-10-210-001-0

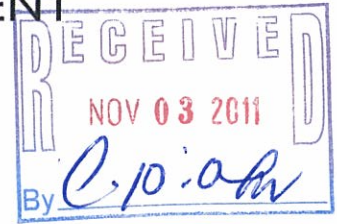
Department \_\_\_\_\_ Date 11/4/11  
Signature: Irma Celia Castillo Print: IRMA CELIA CASTILLO

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



**ORIGINAL**  
**PURCHASING DEPARTMENT**  
County of Hidalgo

*Tax Office*



# MEMORANDUM

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Budget Acct. No. 1-1100-415-15-140-001-0-550 and 601(stamps)

Tax Office	11 / 02 / 2011
Department	Date
Signature: <i>[Handwritten Signature]</i>	Print: <u>ARMANDO BARRERA JR, TAX A/C</u>

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



*Salazar*

PURCHASING DEPARTMENT  
County of Hidalgo

ORIGINAL

MEMORANDUM

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Budget Acct. No. 1-1100-415-16-150-001-0-550

TREASURER'S OFFICE 11/08/11  
Department Date

Signature: *Alfredo Zamarripa* Print: ALFREDO ZAMARRIPA

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



Pct-3

PURCHASING DEPARTMENT  
County of Hidalgo

MEMORANDUM

ORIGINAL

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Hidalgo County Purchasing Department *ms*  
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Budget Acct. No. 1-1100-452-0-123-008-0-550, 1-1100-437-00-123-001-0-550  
1-1200-431-00-123-004-0-550

Precinct #3 11/2/11  
Department Date

Signature: *Elena Gomez* Print: Norma Ceballos  
*Si Coma. Fkw*

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



1394

PURCHASING DEPARTMENT  
County of Hidalgo

MEMORANDUM

ORIGINAL

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**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *me*  
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Budget Acct. No. 1-1100-412-00-003-001-0-550

Department 139th District Court Date 11/01/2011

Signature: *[Handwritten Signature]* Print: Pedro Lobato

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



PURCHASING DEPARTMENT  
County of Hidalgo

206<sup>th</sup>  
ORIGINAL

# MEMORANDUM

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Hidalgo County Purchasing Department *ms*

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Budget Acct. No. 1-1160-412-60-004-001-0-550

206<sup>th</sup> District Court Department 11/17/11 Date

Signature: [Signature] Print: Judge Rose G. Reyna

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)

*Elena - this will confirm that you have a sample of our letterhead paper, envelopes, printed cards, orders of commitment, and court order modifying conditions of Bond*



PURCHASING DEPARTMENT  
County of Hidalgo



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Budget Acct. No. 2-1100-412-00-006-001-0-550

332ND DISTRICT COURT

11 / 07 / 2011

Department

Date

Signature: *Elena Gomez*

Print: **DAMIAN CARRANZA**

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



3704

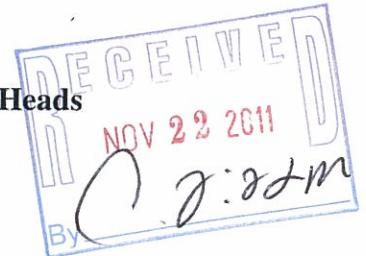
PURCHASING DEPARTMENT  
County of Hidalgo

ORIGINAL

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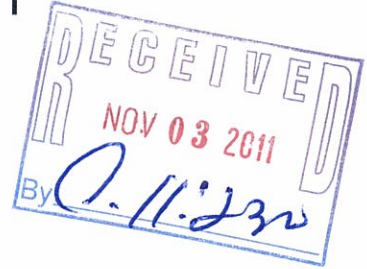
Budget Acct. No. 1-1100-412-00-007-001-0-550  
3704h Dist. Court 11/22/11  
 Department \_\_\_\_\_ Date \_\_\_\_\_  
 Signature: Ester Contreras Print: Ester Contreras

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



PURCHASING DEPARTMENT  
County of Hidalgo

389th



MEMORANDUM

**TO:** All Hidalgo County Elected Officials and Department Heads  
**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *ms*  
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**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

ORIGINAL

Please be advised that the Hidalgo County Purchasing Department has been in the process of formulating a Countywide "Printing Items & Related Supplies Bid". Therefore, we are requesting that your department submit a list of items to the Purchasing Department of all forms which require printing services. Please include the following when submitting forms:

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- d) Budget Account.

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Budget Acct. No. 1-1100-412-00-008-01-0-550

389th District Court 11/01/11  
 Department Date  
 Signature: *Elena Gomez* Print: Luisa Pearson

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)

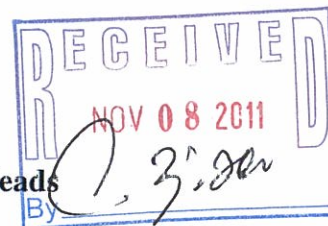


PURCHASING DEPARTMENT  
County of Hidalgo

3984

ORIGINAL

MEMORANDUM



**TO:** All Hidalgo County Elected Officials and Department Heads  
**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department  
**DATE:** October 27, 2011  
**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

Please be advised that the Hidalgo County Purchasing Department has been in the process of formulating a Countywide "Printing Items & Related Supplies Bid". Therefore, we are requesting that your department submit a list of items to the Purchasing Department of all forms which require printing services. Please include the following when submitting forms:

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Budget Acct. No. 1100-412-00-009-001-0  
3984 District Court 11, 4, 11  
 Department \_\_\_\_\_ Date \_\_\_\_\_  
 Signature: Aida Salinas Flores Print: Aida Salinas Flores

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)

43044



PURCHASING DEPARTMENT  
County of Hidalgo

ORIGINAL

MEMORANDUM

**TO:** All Hidalgo County Elected Officials and Department Heads

**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *ms*

**DATE:** October 27, 2011

**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

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Budget Acct. No. 1-1100-412-00-010-001-0

4304th District Court Department 11/16/11 Date

Signature: *Elena Gomez* Print: Maricela C. Salinas

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)





PURCHASING DEPARTMENT  
County of Hidalgo

DA'S  
ORIGINAL

## MEMORANDUM

**TO:** All Hidalgo County Elected Officials and Department Heads

**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *ms*

**DATE:** October 27, 2011

**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

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Budget Acct. No. 1-1100-412-00-080-002-0-550

Department \_\_\_\_\_

Date 1 / 1

Signature: \_\_\_\_\_

Print: ROY CAZARES

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



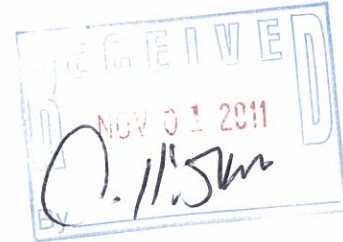
PURCHASING DEPARTMENT  
County of Hidalgo

Constable Pct 1

ORIGINAL

MEMORANDUM

**TO:** All Hidalgo County Elected Officials and Department Heads  
**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department  
**DATE:** October 27, 2011  
**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

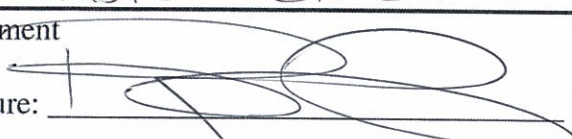


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- d) Budget Account.

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Budget Acct. No. 1100-421-00-291-001-0-550

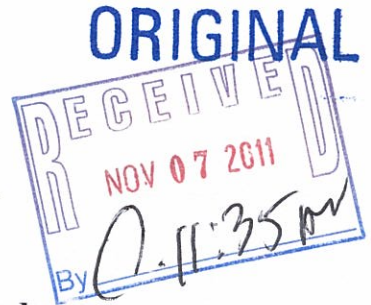
Constable Pct. 1 10/31/11  
 Department Date  
 Signature:  Print: Blanca I. Sanchez

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



PURCHASING DEPARTMENT  
County of Hidalgo

*Constable Pct 2*



# MEMORANDUM

**TO:** All Hidalgo County Elected Officials and Department Heads

**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *me*

**DATE:** October 27, 2011

**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

Please be advised that the Hidalgo County Purchasing Department has been in the process of formulating a Countywide "Printing Items & Related Supplies Bid". Therefore, we are requesting that your department submit a list of items to the Purchasing Department of all forms which require printing services. Please include the following when submitting forms:

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Budget Acct. No. 1-1100-421-00-292-001-0

Department Hidalgo County Constable pct 2

11/3/11

Date

Signature: *Elena Gomez*

Print: Frank Sanchez

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)

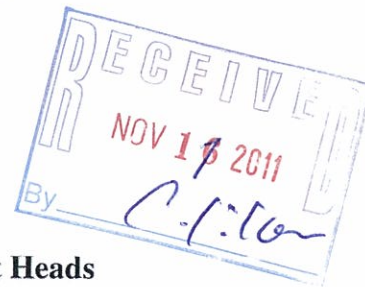


PURCHASING DEPARTMENT  
County of Hidalgo

Constable Pd3

ORIGINAL

MEMORANDUM



**TO:** All Hidalgo County Elected Officials and Department Heads

**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *ms*

**DATE:** October 27, 2011

**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

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Budget Acct. No. 1-1100-421-00-293-001-0-550

Department

11/15/11

Date

Signature: *Lazaro Gallardo Jr.*

Print: Lazaro Gallardo Jr.

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



*Public Def*  
PURCHASING DEPARTMENT  
County of Hidalgo **ORIGINA**

## MEMORANDUM

**TO:** All Hidalgo County Elected Officials and Department Heads

**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *ms*

**DATE:** October 27, 2011

**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

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Budget Acct. No. See Attached

Department Public Defender's Office

Signature Patricia Lopez Date 11/2/2011

Print: Patricia Loya

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)

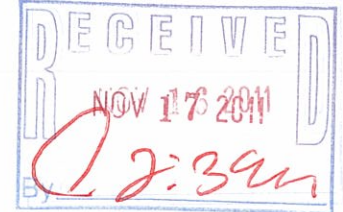


*District Clerk*

PURCHASING DEPARTMENT  
County of Hidalgo

**ORIGINAL**

**MEMORANDUM**



**TO:** All Hidalgo County Elected Officials and Department Heads  
**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *ms*  
**DATE:** October 27, 2011  
**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

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Budget Acct. No. 1-1100-412-00-090-001-550

District Clerk's office  
Department

10/28/11  
Date

Signature: Stephanie Palacios Print: Stephanie Palacios

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



PURCHASING DEPARTMENT  
County of Hidalgo

*Final*

ORIGINAL

MEMORANDUM

**TO:** All Hidalgo County Elected Officials and Department Heads  
**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department  
**DATE:** October 27, 2011  
**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"



*me*

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Budget Acct. No. 1-1100-423-21-280-002-0-550

Department HCSO Date 11/17/11  
Signature: *[Signature]* Print: A. "Sonny" Martinez

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)

*[Handwritten mark]*



*Sherriff Law Enforcement*

PURCHASING DEPARTMENT **ORIGINAL**  
County of Hidalgo



**MEMORANDUM**

**TO:** All Hidalgo County Elected Officials and Department Heads  
**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *ms*  
**DATE:** October 27, 2011  
**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

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Budget Acct. No. 1-1100-421-00-280-001-0-550

HCSO Department 11/17/11 Date

Signature: *[Signature]* Print: A. "Sonny" Martinez

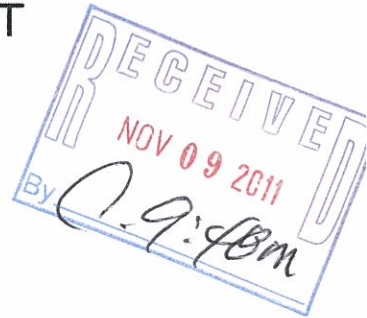
Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)

*[Handwritten mark]*



PURCHASING DEPARTMENT  
County of Hidalgo

CC Law #4



# MEMORANDUM

**TO:** All Hidalgo County Elected Officials and Department Heads  
**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *ms*  
**DATE:** October 27, 2011  
**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

**ORIGINAL**

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Budget Acct. No. 11-1100-412-00-024-001-0

County Court at Law No. 4 - 024 11 / 7 / 2011  
Department \_\_\_\_\_ Date \_\_\_\_\_

Signature: Rachael Segura Print: Rachael Segura

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



PURCHASING DEPARTMENT  
County of Hidalgo



# MEMORANDUM

**ORIGINAL**

**TO:** All Hidalgo County Elected Officials and Department Heads

**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *ms*

**DATE:** October 27, 2011

**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

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Budget Acct. No. 1-1100-412-00-026+001-0-550

County Court at Law 5th (6) 11/16/11  
Department Date

Signature: Frank Fuentes Print: Frank Fuentes

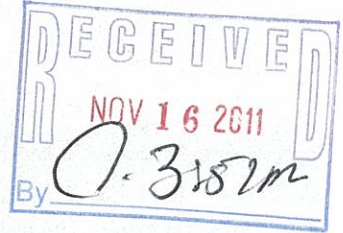
Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



PURCHASING DEPARTMENT  
County of Hidalgo

ORIGINAL

CC Law #7



MEMORANDUM

**TO:** All Hidalgo County Elected Officials and Department Heads  
**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *ms*  
**DATE:** October 27, 2011  
**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

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Budget Acct. No. 1-1100-412-00-027-001-0-550

County Court at Law No. 7 Department 11/16/2011 Date

Signature: Naomi Desmith Print: Naomi Desmith

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)



PURCHASING DEPARTMENT  
County of Hidalgo

## MEMORANDUM

**TO:** All Hidalgo County Elected Officials and Department Heads

**FROM:** Martha Salazar, CPPB  
Hidalgo County Purchasing Department *ms*

**DATE:** October 27, 2011

**RE:** RFB No. 2012-008-MEG "Printing Items and Related Supplies"

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Budget Acct. No. 1-1100-441-00-340-001-0-550

Health Department  
Department

11/21/11  
Date

Signature: *Elena Gomez*

Print: Miki Escaname

Elena Gomez, Buyer II  
Hidalgo County Purchasing Department  
956-318-2626 ext 4855  
[Elena.gomez@co.hidalgo.tx.us](mailto:Elena.gomez@co.hidalgo.tx.us)