



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

November 13, 2013

Gateway Printing & Office Supply, Inc.
Attn. Junior Cordero
315 S. Closner
Edinburg, Texas 78539

via email: olivia@gatewayyp.com

Re: Sixty (60) Day Extension to Contract #E-12-298-12-04 (C-10-068A-12-21) "Printing Services and Related Supplies"

Dear Mr. Cordero:

Commissioners' Court will take applicable action on **(Tuesday, November 26, 2013)** in connection with the Hidalgo County's option to exercise the **Sixty (60) Day** grace period as stated in the current contract in place while the procurement process is completed. **(Commencing, December 21, 2013, Expiring, February 18, 2014) or (upon completion of the procurement process which ever is most advantageous to H.C.)** under the same rate, term and conditions.

Please acknowledge receipt of this notice of extension by signing below and returning to the Purchasing Department by no later than Tuesday, November 19, 2013, attn: Yolanda Velasquez, Buyer III. to facsimile (956) 318-2629 or via email yolanda.velasquez@co.hidalgo.tx.us

By: *B. Shook*

Date: *11/17/2013*

Additionally, we are requesting your company provide an "Updated Certificate of Insurance" as required through Hidalgo County's Request for (Bids, Quotes, Proposals, Statement of Qualifications).

Should you have any questions or require additional information, please do not hesitate to contact me at 956-292-7000 extension 4881. Your cooperation in this matter is greatly appreciated and we hope your company continues its business relationship with Hidalgo County.

Sincerely,

Yolanda Velasquez

Yolanda Velasquez, Buyer III
Hidalgo County Purchasing Department

xc: file

GATEWAY PRINTING & OFFICE SUPPLY INC.
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EDINBURG, TX 78539
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BUTCH SHOOK