Overview:
It is the intent of Hidalgo County to contract the lowest cost and most qualified vendor to provide all materials, supplies, equipment, tools, services, labor and supervision necessary to **print** and **mail out** the voter registration cards as specified herein. In accordance with the Texas Election Code Section 31.003, this directive established the requirements for voter registrars to issue voter registration certificates including; but not limited to the following:

GENERAL SPECIFICATIONS/REQUIREMENTS

The County of Hidalgo is seeking bids to supply and/or service Hidalgo County Elections Department with a bid on the following items.

Item I: Approximately 350,000 Printed and Mail-Out Voter Registration Certificates;

Item II: Additional 150,000 Blank Voter Registration Certificates.

Item III: Deliver Voter Registration Certificates to the Edinburg Texas Post Office located at: 410 South Jackson Rd, Edinburg, Texas 78539, utilizing the Election Department's Permit Number (to be provided to the awarded vendor). The Additional Blank Voter Registration Certificates **must be delivered to the Elections Department** located at: 101 S. 10th Ave, Edinburg, Texas 78539, **on the same day as the mail out.**

(See enclosed: Sample I-Printed Certificate and Sample II-Blank Certificate.

- **Samples must be included with your packet as per the Specifications.**

CERTIFICATE INFORMATION:

- Hidalgo County is requesting bids for approximately 350,000 Voter Registration Certificates to be printed and mailed with barcodes and variable data as specified by the Texas Secretary of State Directive and to include a Quick Response Code (QR Code) that leads into Election Website. Certificates are to be cut sheet laser print.

- The certificate has been designed to meet the content requirements of Texas Election Code Sections 15.001, 15.002, and 15.003, bilingual requirements of the Federal Voting Rights Act, 42 U.S.C.A. Section 1973aa-1a, the mailing requirements of Texas Election Code Sections 14.001 and 14.002, and regulations of the United States Postal Service regarding size, thickness of paper, address placement and postage.

- Various other exigencies such as horizontal and vertical spacing for computers have been considered. To avoid any possible violations of state or federal law, no change to the specifications of the certificate, as provided by this directive, may be made without prior written approval by Hidalgo County and the Office of the Secretary of State of Texas.

- The layout of the certificate must be exactly as shown on the sample. If a laser printer is used, the certificates must be printed on an 8-½" x 14" with a 1" gripper at the top and a 1 ¼" margin on the left side of the paper.

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