



City of Cottonwood, Arizona

NOTICE OF FORMAL SOLICITATION

SOLICITATION TYPE:
COMMODITY/SERVICE SOUGHT:
SOLICITATION NO.:
PROPOSAL DUE DATE AND TIME:
LOCATION:

REQUEST FOR PROPOSALS
Job Classification, Salary and Compensation Study
2012-AS-04
Friday, May 4, 2012 at 3:00 pm local Arizona time
City of Cottonwood
Administrative Services Department
Purchasing Division
816 N. Main Street
Cottonwood, AZ 86326

The City of Cottonwood is soliciting proposals for a Job Classification, Salary and Compensation Study from experienced professional services firms.

Sealed offers for the commodity or service specified will be received by the Purchasing Division, City of Cottonwood, 816 N. Main Street, Cottonwood, Arizona 86326, until the time and date cited above. Offers received by the correct time and date will be opened publicly and the prices shall be read aloud at the Purchasing Division Office.

Offers must be in the actual possession of the Purchasing Division Office and stamped by a member of the Administrative Services staff on or prior to the exact time and date indicated above. Late submittals or unsigned submittals will not be considered under any circumstances.

Offers must be submitted in a sealed envelope with the Solicitation Number and the Offeror's name and address clearly indicated on the envelope. All offers must be completed in ink or typewritten. Additional instructions for preparing your offer are provided in the Information and Instructions to Offerors.

Solicitation documents are available by email by contacting the Purchasing Division at (928) 340-2714, via the Public Purchase website at www.publicpurchase.com, or hard copies can be picked up at the City of Cottonwood, Administrative Services Department located at 816 N Main Street, Cottonwood, AZ 86326.

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PUBLISHERS AFFIDAVIT REQUIRED