

## **REQUEST FOR PROPOSAL NOTICE**

Notice is hereby given that the City of Pine Bluff, Arkansas will accept proposals from qualified providers for group health insurance benefits until September 29, 2016 at 2:30 P.M. Central Standard Time.

All Proposals shall be clearly identified with the proposal title; proposal opening date and time. The original hardcopy and electronic version of original plus seven (7) copies of your Proposal must be received at the address below on or before proposal opening date and time. **City of Pine Bluff; City Clerk's Office; 200 East 8<sup>th</sup> Street, #202; Pine Bluff, Arkansas 71601.** Please note that no detail proposal information will be read at the RFP opening.

Proposals will be evaluated and recommendations will be made to the City's Administrative Committed for review and disposition. Proposer interviews will be required. The final decision to award a contract will be made by Pine Bluff City Council at the earliest council meeting. The City Council reserves the right to reject any or all proposals, waive formalities and to select the carrier and benefit options that best meet the needs of the City and its employees. The City reserves the right to select and terminate any servicing agent, agency, company or administrator.

Inquiries, clarification, or requests for Proposal forms and questionnaires by electronic mail should be directed by telephone or e-mail to the following City contact: Gwendolyn Matthews, CPPB; Purchasing Manager; [gmatthews@cityofpinebluff.com](mailto:gmatthews@cityofpinebluff.com); Telephone (870) 730-2215