



LaredoChamber
of Commerce



Request for Proposal – *Outdoor backlit sign*

Beginning Date	7-1-2022
Closing Date	7-7-2022
RFP #	LDOCH-008

About

Founded in 1915, the Laredo Chamber of Commerce is Laredo’s and Webb County’s longest running business organization. Headquartered at 2310 San Bernardo Ave. since 1974, the Laredo Chamber has been an advocate for the local business community for over a century. With 650 members representative of every industry in the community, the Laredo Chamber is accredited with 5 stars by the U.S. Chamber of Commerce. Only 200 chambers out of 7000 across the country are accredited by this organization.

Project Overview

The Laredo Chamber of Commerce is seeking bids for ***Outdoor backlit sign*** with the following specifications:

Quantity:	1
Type:	LED rear illuminated backlit sign
Size:	30” H x 10’ L cabinet (Final Product Size)
Material:	Metal cabinet – Lexan face – Print Logo Approved by Chamber
Printed Areas:	Front – Full Color

Additional Details:

- Must adhere to our brand guidelines
 - Color palette
 - Logo Usage
- Must provide 1 rendering of final product

Cost

Proposals must include estimated cost for all work related to this project.

This includes:

- Permitting
- Removal of existing “Amistad Home Health, Inc” cutout letters
- Patch and paint any building holes from existing sign
- Install new signage
- Connect power for sign
- Estimated date of completion.

Timeline and schedule

07/01/22 RFP distribution begins
07/06/22 Vendor Questions deadline
07/07/22 RFP due to Laredo Chamber of Commerce
07/08/22 Vendor selection and notification

Additional considerations

For any product or service in excess of \$500, the Laredo Chamber of Commerce will open an RFP and select a vendor who is a Chamber member in good standing. Firms may submit a proposal; however, the selected vendor must be a Chamber member prior to the start of the project.

The Laredo Chamber reserves the right to cancel this request for services at any time, to elect not to award the work listed, and to reject any or all of the responses.

How to Apply

[Click here to submit an online application](#) and include an official estimate along with any supporting materials. Applications should consist of **no more than four pages** (including supporting materials) containing the criteria listed below. Applications must be submitted by Thursday, July 7th, 2022 at 5:00 pm.

