



**LaredoChamber**  
of Commerce



**Request for Proposal – *San Bernardo location sign removal and storage***

<b>Beginning Date</b>	7-1-2022
<b>Closing Date</b>	7-7-2022
<b>RFP #</b>	<b>LDOCH-011</b>

**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 ***San Bernardo location sign removal and storage*** with the following specifications:

<b>Quantity:</b>	1
<b>Type:</b>	Removal and storage of existing signage
<b>Size:</b>	12” H individual letters
<b>Material:</b>	Stainless

**Cost**

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

This includes:

Permitting if required

Removal of existing stainless 12” letters that spell out “LAREDO CHAMBER OF COMMERCE” located on the side of our 2310 San Bernardo location.

Provide storage of all letters for a future Sign project to commence prior to end of 2023.

Cleanup

Estimated date of completion (must be before July 26, 2022).

**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 7<sup>th</sup>, 2022 at 5:00 pm.



