



ST. TAMMANY PARISH

MICHAEL B. COOPER
PARISH PRESIDENT

NOTICE OF REQUEST FOR QUALIFICATIONS

St. Tammany Parish is seeking responses for the following project:

RFQ# 20-4-4 – 2021 Veterinary Services

Responses will be received by the Department of Procurement, **until 2:00pm CST Thursday, November 12, 2020**. RFQ responses will be opened publicly at the physical location as identified in Section 1.4 of the RFQ documents and only respondents who have submitted an RFQ response shall be identified aloud. Prices shall not be read. Each response will be evaluated by designated Parish personnel after the submission deadline and public opening has passed.

Each Proposal must be sealed. The outside of the envelope, box or package should be marked with the Proposer's Name and Address, the Proposal Name, the RFQ #, and the Proposal Opening Date.

The successful Respondent must supply St. Tammany Parish Government with all required documentation as specified in the RFQ documents. Said Respondent must also be in Good Standing and licensed to do business in the State of Louisiana.

Specifications may be obtained online at <http://www.stpgov.org/>. It is the Respondent's responsibility to check the Parish website frequently for any possible addenda that may be issued. The Parish is not responsible for a Respondent's failure to download any addenda documents required to complete an RFQ.

Responses will be received at St. Tammany Parish Government Department of Procurement Office, 21454 Koop Dr., Suite 2F, Mandeville LA., 70471 from each Respondent or his agent, or by certified mail with return receipt requested.

Due to the COVID-19 pandemic, and in an effort to help slow the spread of the virus, we will be accepting hand delivered RFQ responses until the 2:00pm deadline. Please call Procurement office at 985-898-2520 and we will meet you at the front entrance of Building B to collect responses and issue a receipt. Any questions regarding this should be directed to the Department of Procurement via email at purchasing@stpgov.org.

Procurement Department

PROCUREMENT DEPARTMENT
P.O. BOX 628 COVINGTON, LOUISIANA | 70434 | PROCUREMENT@STPGOV.ORG | 985-898-2520
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[NAME] , [TITLE] | [DEPARTMENT]

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