



EDINBURG CONSOLIDATED

INDEPENDENT SCHOOL DISTRICT
411 8th Ave., Edinburg, Texas 78541

Edinburg CISD has retained Tommy Taylor with Higginbotham, as Consultant for the following Request for Proposals (RFP):

RFP # 20-86, Benefits Administration System with a January 1, 2021 effective date.

Any requests for the RFP specifications and corresponding documents must be made to the District's Insurance Consultant, Tommy Taylor via email ttaylor@higginbotham.net and pedmund@higginbotham.net.

Interested companies are invited to submit sealed proposal to be received no later than **3:00 p.m. for RFP # 20-86** Central Standard Time, **April 15, 2020**, in accordance with these Request for Proposals.

TWO (2) METHODS TO SUBMIT RFP PROPOSAL DOCUMENTS

Proposals to provide the services and products described herein must be submitted in a sealed package addressed to the party below. Two (2) copies of all signed proposed documents shall be submitted in the sealed package along with two (2) electronic copies of the Proposal on a flash drive.

Proposals will be accepted through email at this time due to the State and City Declaration of COVID19. The complete proposal with all proposal documents must be emailed to purchasing@ecisd.us

ADDRESS: Edinburg Consolidated Independent School District
Purchasing Department
Attn: Amaro Tijerina, Director of Purchasing
411 North East 8th Avenue, 2nd Floor
Edinburg, Texas 78541
(Do not deliver sealed quotes to other ECISD locations)

Please note the following:

- Vendors must complete all required documentation, questionnaires and spreadsheets
- Do not contact ECISD directly with any questions. All questions must be in writing and submitted to Tommy Taylor at ttaylor@higginbotham.net and pedmund@higginbotham.net.