



**THE PHILADELPHIA PARKING AUTHORITY
701 MARKET STREET – SUITE 5400
PHILADELPHIA, PA 19106**

**REQUEST FOR PROPOSALS – MANAGED PRINT SERVICES
PROPOSAL No. 14-15**

NOTICE TO PROPOSERS

Sealed proposals for procurement of managed print services will be received until 11:00 AM on Friday, January 16, 2015 by the Philadelphia Parking Authority (“the Authority”), a body corporate and politic created under the laws of the Commonwealth of Pennsylvania in accordance with the Act of June 19, 2001, P.L. 287, No. 22, as amended, known as the “Parking Authority Law,” in the offices of the Authority, located at 701 Market Street – Suite 5400, Philadelphia, PA 19106.

Documents are available for download at the Parking Authority’s website at www.philapark.org. Vendors interested in downloading the documents from the Authority’s website must register with Mary Wheeler, Contract Administration Manager, by submitting your name and contact information to contracts@philapark.org.

A mandatory pre-proposal meeting will be held at the offices of the Philadelphia Parking Authority on December 22, 2014 at 10:00 AM. Prospective Proposers can call in at 1.877.820.7891- Participant Passcode 525758. Proposers are encouraged to submit questions from date of issuance until Monday, January 5, 2015 at 11:00 AM. Please forward all questions to the contact listed above. Only questions submitted in writing will be addressed.