



City Of Doral
Request for Proposals
City of Doral Holiday Lighting & Decor
RFP No. 2023-06

NOTICE: Pursuant to the Procurement Ordinance, the City of Doral (the “City”) hereby gives notice of its intent to seek proposals from experienced firms in response to this Request for Proposal for “RFP No. 2023-06 - City of Doral Holiday Lighting & Decor” (the “RFP”) to provide the services described herein. Proposals must be electronically received by 10:00 A.M. on Friday, July 7, 2023.

A non-mandatory A virtual pre-proposal conference will be held on Thursday, June 22, 2023 beginning at 10:00 a.m. Attendance is encouraged.

All submittals shall be publicly opened and recorded on **10:00 am, Friday, July 7, 2023**. Late submittals shall not be accepted or considered. Proposals must be submitted electronically through DemandStar <https://network.demandstar.com/> or Vendor Registry <https://vendorregistry.com/> by the date and time stated above. Any proposals received after the due date and time specified, will not be considered.

The City of Doral reserves the right to accept any proposal deemed to be in the best interest of the City or to waive any informality in any submittal. The city may reject any or all proposals and re-advertise.

PROJECT OVERVIEW

The City of Doral is soliciting proposals from qualified and experienced firms for holiday lighting & decor, including but not limited to, all labor, materials and equipment throughout the City.

The City desires to highlight the holiday seasons and public spaces within the City to create a festive and attractive atmosphere for residents, visitors and businesses. The awarded contractor must be able to install, remove and provide the services as specified in the scope of services.

All questions and/or comments regarding this request for proposal should be directed to Procurement at the following email at procurement@cityofdoral.com.

All inquiries must reference “RFP No. 2023-06 – “City of Doral Holiday Lighting & Decor” in the subject line. No phone calls will be accepted in reference to this RFP.

Any communications regarding matters of clarification must be made in writing to the email address listed above. If it becomes necessary to provide additional clarifying data or information that revises any part of this RFP, supplements or revisions will be made available via written addendum.

Solicitations may be found via the City of Doral website (www.cityofdoral.com) under Procurement, via Vendor Registry <https://vendorregistry.com/> and via Onvia DemandStar, <https://network.demandstar.com/> central notification systems which provide bid notification services to interested parties. To obtain the solicitation, interested parties must follow the link and register to be able to download the document.

The City's schedule for this Request for Proposals is as follows:

RFP Advertisement Date: June 13, 2023

Non-Mandatory Pre-Proposal Meeting June 22, 2023, 10:00 – 10:45 AM

Please join my meeting from your computer, tablet or smartphone:
<https://meet.goto.com/835117205>

You can also dial in using your phone.
Access Code: 835-117-205
United States: +1 (646) 749-3122

Cut-off Date for Written Questions: June 28, 2023 at 5:00 PM
procurement@cityofdoral.com

Deadline for Submittals & Opening: Friday, July 7, 2023, at 10:00 AM
Electronically via DemandStar or Vendor Registry

Connie Diaz, MMC City Clerk