Request for Proposal (RFP)
UOG RFP NO. P23-07

The University of Guam is soliciting sealed bids for:

"INSURANCE BROKER SERVICES"

Copies of Instructions and Information may be obtained from:

OFFICE:	UOG Procurement Office
TELEPHONE:	(671) 735-2925
FAX NO.:	(671) 735-3010
LOCATION:	UOG Administration Building (ANNEX BUILDING) Mangilao, Guam
E-MAIL:	uog.bids@triton.uog.edu

In accordance with 5 G.C.A. §5220(a), a digital copy of this solicitation shall be posted on UOG's website at https://www.uog.edu/procurement/. No fees shall be assessed to potential bidders or other parties for accessing or downloading a copy of this solicitation from UOG's website. Potential bidders who access or download a copy of this solicitation from requesting on UOG's website must register their contact information with UOG to ensure that they receive any notices regarding any changes or updates to this solicitation. In accordance with 5 G.C.A. §5220(b), UOG shall not be liable for failure to provide notice to any party who accesses or downloads a copy of this solicitation from UOG's website and who fails to register their contact information with UOG as required herein.

A non-refundable fee of $25.00 is required to obtain a hard copy or CD-ROM of the bid package. Payment may be made via cash, check or credit card at the UOG Business Office, Cashier Services located at the UOG Administration Building Mon-Fri from 8 am – 4 pm. Pay by phone is available from 8 am – 4 pm. You may schedule an appointment with our cashier services at 735-2923/45/46, please reference Bid number and title when making payment. Send proof of receipt to the Procurement Office.

Deadline for Submission of RFP Packages is on **Tuesday, August 8, 2023 on or before 4:00 P.M.** via electronic submission to Bid Share folder provided by UOG Procurement Office.

/s/ Thomas W. Krise, Ph.D.
President