

**Notice of Intent to Issue
 Reproduction and Copy Room Support
 Solicitation Number: EV10-0086**

The Arizona Department of Environmental Quality (ADEQ) is soliciting bids for Reproduction and Copy Room Support. The RFP package will be available on or after January 27, 2010.

To secure a copy of the official RFP, including all particulars, interested parties should:

1. Electronic Solicitation Request

To request an electronic copy of the RFP visit the ADEQ Contracts and Procurement web page at: <http://www.azdeq.gov/function/business/notices.html>. Email the following information is required **Solicitation Number, Company, Attention, Address, City, State, Zip Code, Phone, Fax and E-Mail Address**. If any of the above information is not provided, the RFP will not be sent until all information is obtained. Once the request is determined to be complete an electronic copy of the RFP will be sent to the email address.

2. Hard Copy Solicitation Request by sending in the format below by:

Email to the ADEQ Solicitation Coordinator at: solicitationcoordinator@azdeq.gov include: **Solicitation Number, Company, Attention, Address, City, State, Zip Code, Telephone, Fax Number and E-Mail Address**; or

Sending a written request on your letterhead to the Arizona Department of Environmental Quality, Solicitation Coordinator, Procurement Office, 1110 West Washington Street, Phoenix, AZ 85007; or

Requesting via fax by completing this Notice of Intent with your company's information and faxing it to (602) 771-4439.

3. Please do not stop by ADEQ without verifying that the RFP is available by calling (602) 771-4774, solicitation message line.

	Electronic Solicitation Request	Hard Copy Solicitation Request
Company:		
Attention:		
Address:		
City, State, Zip:		
Phone:		
Fax:		
Email:		

PLEASE ADD YOUR CURRENT PHONE, FAX NUMBERS AND EMAIL ADDRESS WHEN RETURNING THIS LETTER
 The Arizona Department of Environmental Quality is an equal employment opportunity agency.

Arizona Department of Environmental Quality
 Contracts/Procurement
 1110 West Washington Street
 Phoenix, Arizona 85007-2935