



## **ADVERTISEMENT**

### ***Request for Proposals – Printing & Mailing Services (Tax & Utility Bills)***

Worcester County is issuing a Request for Proposals (RFP) from qualified Vendors for the **Printing & Mailing Services (for Tax, Solid Waste-Landfill, Water & Wastewater Bills plus other related documents)** in conformity with the requirements contained in the Proposal Documents.

Proposal Documents for the above referenced project may be obtained from the Worcester County Commissioner's Office by either e-mailing the Procurement Officer at [purchasing@worcestermd.gov](mailto:purchasing@worcestermd.gov), by calling 410-632-1194 during normal business hours, or via the County's Proposals page on the County's [website](#). Vendors are responsible for checking this website for addenda prior to submitting their Proposals. Worcester County is not responsible for the content of any Proposal Document received through any third-party service. It is the sole responsibility of the vendor to ensure the completeness and accuracy of their Completed Proposal Documents.

**An optional pre-proposal conference call (virtual meeting) will be held on Monday, June 1, 2026, at 11 a.m.**

**The last date/time to submit questions for clarification will be noon on Monday, June 15, 2026.**

**Sealed Proposal Documents are due no later than Wednesday, June 24, 2026, at 2 p.m.** and will be opened in the Office of the County Commissioners, Worcester County Government Center – Room 1103, One West Market Street, Snow Hill, Maryland 21863.

**Late Proposal Documents cannot be accepted.**

Envelopes shall be marked “**RFP – Printing & Mailing Services**” in the lower left-hand corner.

Minority vendors are encouraged to compete for award of this solicitation.