

**NOTICE
UNSEALED REQUEST FOR PROPOSAL
FOR
AUCTIONEER SERVICE (REAL ESTATE AND SURPLUS PROPERTY)
Solicitation No. PBCHA-URFP-2021-01**

The PBCHA intent and purpose of this Unsealed Request For Proposal (URFP) is to solicit for professional auctioneer(s) to assist in the auctioning of surplus real and personal property (electronic, vehicles, furniture) owned by the Agency or its affiliates. The Agency is soliciting help immediately with Real Estate disposition but will have additional need for disposal of surplus electronic, vehicles, furniture and other equipment as needs surface.

Qualified Individuals or Firms may download and print the proposal documents by visiting PBCHA website at www.pbchaf1.org under “Doing Business with PBCHA” tab, then click on “Current Bids and Solicitation”. The URFP is labeled “Auctioneer Service (Real Estate and Surplus Property)”. All questions shall be submitted in writing (5) five days before closing date January 26, 2021, to the attention of:

LaQuavial Pace
Contracts and Procurement Officer
3432 W 45th Street
West Palm Beach, FL 33407
lp@pbchaf1.org

All proposals shall be prepared and submitted in accordance with the instructions described in the URFP and will be evaluated as stated in the evaluation section of the solicitation. All proposals must be received by PBCHA on or before 2:00 pm (EST) Tuesday, January 26, 2021. No electronic submission will be accepted. Offerors assume sole and full responsibility for the timely delivery of proposals. Late proposals will not be considered. Proposals must be clearly marked with the solicitation number, closing date and time, offeror’s name, address and contact information.