



P.O. Box 982
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(915) 543-5711

Request for Proposals-“ New Mexico Energy Efficiency and Load Management Programs”
RFP No: EPE-50062135-MM
Date: October 9, 2017

Dear Recipient:

El Paso Electric Company (“EPE”) is requesting proposals for the New Mexico Energy Efficiency and Load Management Programs. Within the RFP, you will find all the information about EPE’s technical, functional and other requirements.

Please confirm the receipt of the RFP by sending an acknowledgment e-mail to Melissa Munoz to melissa.munoz@epelectric.com.

The deadline for submission of written RFP related questions will be **October 23, 2017 at 5:00 p.m. Mountain Daylight Time (MDT)**. Any questions submitted after that deadline will NOT be addressed.

All questions related to this RFP will be addressed on **November 6, 2017 at 5:00 p.m. Mountain Standard Time (MST)**, in an addendum that will be released to all recipients.

The deadline for intent to bid will be **November 9, 2017 at 5:00 p.m. (MST)**. An email letter will suffice; however, if bidding on multiple programs, please include a separate letter for each program noting the RFP number and the program on which you wish to submit a solicitation.

All proposals must be received by **November 13, 2017, at 5:00 p.m. (MST)**. Failure to submit your proposal by the date and time due will result in submittal being considered late and will not be accepted for consideration.

NOTE: Vendors are prohibited from approaching members of the Boards, EPE Employees, subcontractors, agents, and representatives, or any officer of EPE in an attempt to gain an advantage in the award process. All communications concerning this RFP are to be addressed in writing via email. Attempts by vendors to contact any other party may result in the rejection of their proposal. The only exception to this will be during bidder interviews.

This solicitation does not commit EPE to pay any costs incurred in preparing and submitting the proposal or to contract for the services specified.

Sincerely,

Melissa Munoz,
Contract Negotiator