



TARRANT COUNTY PURCHASING DEPARTMENT

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NOTICE OF INTENT / RSVP FOR PRE-QUALIFICATION CONFERENCE

RFQ NO. 2023-095

**REQUEST FOR QUALIFICATIONS FOR ANNUAL CONTRACT FOR
PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION SERVICES**

Tarrant County is requesting qualifications packages for its **RFQ FOR ANNUAL CONTRACT FOR PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION SERVICES** for the **HUMAN RESOURCES DEPARTMENT**. Those interested in participating in this process may download **ALL** documents related to this RFQ from the Requests for Proposal/Bids section of the Purchasing Page on the Tarrant County website.

Download Instructions: Go to www.tarrantcounty.com; Click “Doing Business”; Click “Bid Opportunities”; Click “Bids/Request for Proposal (RFQs)”; Click “Downloadable Current Solicitations”.

**QUALIFICATIONS ARE DUE IN THE PURCHASING DEPARTMENT ON
MARCH 30, 2023, AT 2:00 P.M., CST**

**A Pre-Qualifications GoToMeeting Video Conference will be held:
WEDNESDAY, MARCH 15, 2023, AT 2:00 P.M., CST**

RSVP: Vendors planning to attend the Pre-Qualifications GoToMeeting Video Conference must RSVP to Brad Richards, Senior Buyer, via fax 817-884-2629 or, if unable to fax, email to BidQuestions-RSVP@tarrantcounty.com by 5:00 p.m., Tuesday, March 14, 2023. Confirmed receipt by Tarrant County of this email is required.

An RSVP must be completed by each company representative wishing to participate in the GoToMeeting and an email address must be provided for each.

After the RSVP deadline, a GoToMeeting invitation will be sent to participants.

Company Name: _____ Contact Name _____

Tel. No.: _____ Fax No.: _____

E-Mail Address(s): _____

The deadline for receipt of all questions is 12:00 p.m., CST, Thursday, March 16, 2023. After this deadline, all questions and responses will be posted on the website and available for download by interested parties.

All questions **must** be submitted in writing and directed to Brad Richards, Senior Buyer, via fax at **817-884-2629** or, if unable to fax, email to BidQuestions-RSVP@tarrantcounty.com. The email must include the RFQ No. in its subject and confirmation of receipt by Tarrant County is **required**.

All documents relating to this RFQ, including, but not limited to, the RFQ document, questions and responses, addenda and special notices will be posted under the RFQ number on the Tarrant County website and available for download by Respondents and other interested parties. No documents will be faxed or emailed after the initial Notice of Intent prior to award. It is the Respondent's sole responsibility to review this site and retrieve all related documents up to the RFQ due date.