



Request for Quotes

The Early Learning Coalition of Miami-Dade/Monroe ("the Coalition"), a Florida not-for-profit corporation, is seeking to contract with a vendor to provide **public relations activities**. In order to select a vendor to deliver the above-referenced services, The Coalition requests a quote for services based on the specifications listed below. The quote for services will include the following information: company name and address with year incorporated, if applicable; total amount for services; and the quote should be signed and dated by an authorized representative of the vendor. Upon receipt of all quotes, the Coalition will review and make a decision based on the best value offered. Most importantly, the selected vendor will be required to enter into an agreement with the Coalition so to guarantee the specifications listed, as well as to ensure adherence to all applicable state and/or federal laws.

The Coalition would like to thank you in advance for your time and attention to this matter. Should you have any questions and/or comments, please feel free to contact me via the contact information listed below.

Public Relations Activities

The Coalition is seeking to contract with a company/vendor to conduct activities, outreach, speeches and grass roots marketing geared towards the **Hispanic community and/or all Spanish speaking** in Miami-Dade County. The company/vendor needs to have access to venues and/or existing events that lend themselves to future public relations initiatives. Also, the company/vendor must create comprehensive public relations strategies with the specific intent of educating the target audience about the Coalition's school readiness program. Strategies must advise the audience on the ways in which to take advantage of the opportunities available.

Please submit responses no later than **Friday, March 28, 2008**.

Lissandra Curbelo
Contracts Administrator
2555 Ponce de Leon Blvd., Suite 500
Coral Gables, FL 33134
E-mail: lcurbelo@elcmdm.org
Phone: 305-646-7220 ext. 255