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March 10, 2021

To All Interested Parties:

The Los Angeles City Employees' Retirement System (LACERS) is seeking proposals from business entities interested in providing printing, mailing, and graphic design services for LACERS. The contract has a term limit of three years, and will be awarded in accordance with the terms and conditions listed in the Request for Proposal (RFP).

The proposal packet may be obtained on **March 10, 2021:**

**Online - <https://www.lacers.org/rfps-contracting-opportunities>  
Or: [www.labavn.org](http://www.labavn.org)**

Proposals are to be completed and submitted by the deadline indicated below (late submittals will not be accepted):

**Proposal Submittal Deadline**

Due Date: Wednesday, April 14, 2021 at 3 p.m. PST  
Los Angeles City Employees' Retirement System  
202 West First Street, 5<sup>th</sup> Floor  
Los Angeles, CA 90012-4401

Or by email to: [daniel.goto@lacers.org](mailto:daniel.goto@lacers.org)

If you have any questions regarding this RFP, please contact Dan Goto via e-mail at [daniel.goto@lacers.org](mailto:daniel.goto@lacers.org).

All questions and addenda that arise from this RFP will be posted on-line at <https://www.lacers.org/rfps-contracting-opportunities>. It is the proposing entity's responsibility to monitor the website for updates to the RFP's questions and addenda.