



STATE OF NEW MEXICO  
**MAGGIE TOULOUSE OLIVER**  
SECRETARY OF STATE

04/13/2023

Re: RFP#30-00000-23-00064 – BALLOT PRODUCTION SYSTEMS FOR POLLING LOCATIONS AND ANCILLARY EQUIPMENT

To whom it may concern:

The Office of the Secretary of State is actively seeking proposals through the State Purchasing Division to establish a Statewide Price Agreement with qualified vendor(s) for the procurement of a Ballot on Demand System (BOD) and ancillary equipment. The BOD system should include 1) ballot printing systems, 2) the installation of necessary equipment, 3) software, 4) ballot programming for printers/consumables, 5) training, and 6) support at polling locations, including Absentee, Early Voting, Election Day and Same Day Registration (SDR) voting at Voting Convenience Centers (VCCs). In addition, New Mexico County Clerks, municipalities, school boards and other entities in the State of New Mexico may use the Price Agreement(s) to lease ballot printing systems for non-statewide elections. This competitive solicitation may result in Offerors who can perform either the entirety of the requested services or part of the services.

Prospective Offerors should register in eProNM well in advance of the submission deadline of **Friday, May 15, 2023**. In order to submit a response to this RFP, Offeror must be fully registered in the State's eProNM System. It is the Offeror's responsibility to ensure the registration process is completed in enough time to upload its proposal documents by the deadline.

The registration page may be accessed via the following link:  
<https://solutions.sciquest.com/apps/Router/SupplierLogin?CustOrg=StateOfNewMexico>

If there are any questions, please contact the Procurement Manager at 505.827.3615 or [justin.oshea@sos.nm.gov](mailto:justin.oshea@sos.nm.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Justin O'Shea".

Justin Patrick O'Shea, MPA, CPO | Interim CFO  
New Mexico Office of the Secretary of State  
325 Don Gaspar, Ste. 300 | Santa Fe, NM 87501