



Request for Quote Pension Plan Audit

The Early Learning Coalition of Miami-Dade/Monroe ("the Coalition"), a Florida not-for-profit Corporation, is seeking **Auditor Services**. In order to select a vendor, 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 of incorporation, 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 submit them no later than **Monday, June 27th, 2016** via the contact information listed below.

Description of Services:

- The ELC needs a QCPA pension auditor to conduct a limited scope audit of our plan.
- Currently we have approx. 132 participants at a value of 2.5 million.
- The audit needs to be completed no later than October 15th, 2016.

Please submit your quote no later than **Tuesday, July 5th, 2016** to Early Learning Coalition located at 2555 Ponce de Leon, Suite 500, Coral Gables, FL 33134.

Lissandra Curbelo
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