



REQUEST FOR PROPOSAL-RFP #01-2026

The San Benito Housing Authority (SBHA) is requesting proposals from qualified individuals or firms to provide Health Insurance Agent and/or Consultant Services regarding Employee Medical Coverage Insurance.

Proposal Submission Deadline

Date: Friday, August 14, 2026

Time: 3:00 p.m. (Central Time)

Sealed proposals must be clearly marked “**SBHA RFP No. 01-2026 – Employee Medical Coverage Insurance**” and delivered to:

San Benito Housing Authority
Attn: Procurement Department
1400 North Reagan Street
San Benito, TX 78586

Interested firms shall submit:

- **One (1) original proposal** bearing an original signature.
- **One (1) complete copy** of the proposal.

Late proposals will not be accepted.

Obtaining the RFP

The RFP will be available beginning **Friday, July 24, 2026**, by:

- Downloading it from www.sanbenitohousing.com (preferred method)
 - o RFP will be available under Opportunities tab in the Procurement section
- Picking up a copy at the SBHA Main Office during normal business hours at the above-mentioned address

Questions

Questions must be submitted in writing no later than **Monday, August 3, 2026, at 5:00 p.m. (Central Time)** to:

Hilary Aguilar, HR & Compliance Officer
Email: haguilar@sanbenitohousing.com

Responses to questions and any addenda will be posted on the SBHA website. It is the responsibility of each proposer to monitor the website for updates.

SBHA reserves the right to reject any or all proposals, waive informalities, request clarifications, negotiate with the highest-ranked proposer, or cancel and reissue this solicitation in accordance with applicable procurement requirements.

This procurement is conducted in accordance with **2 CFR Part 200**, applicable federal and state laws, and the **San Benito Housing Authority Procurement Policy**.

The San Benito Housing Authority is committed to compliance with Equal Housing Opportunity, the Fair Housing Act and the American with Disabilities Act. Reasonable accommodations and equal access to communications will be provided upon request.

