



**Edward J.B. Calvo**  
Governor  
**Ray S. Tenorio**  
Lieutenant Governor

**Department of Administration**  
(DIPATTAMENTON ATEMENSTRASION)  
**DIRECTOR'S OFFICE**  
(UFISINAN DIREKTOT)

Post Office Box 884 Hagatña, Guam 96932  
Tel: (671) 475-1101/1250 Fax: (671) 477-6788



**George A. Santos**  
Acting –Director

**REQUEST FOR PROPOSAL (RFP)**  
**RPF No.: RFP/DOA/ACCT-009-11**

**ACTUARIAL SERVICES**

The Department of Administration (DOA) is soliciting proposals from a qualified consulting firm to prepare an actuarial valuation of its post-retirement benefits liability in accordance with Governmental Accounting Standards Board Statement No. 45 Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions. This RFP is for actuarial services only.

Request for Proposal (RFP) packages may be obtained at the DOA Director's Office in Hagatña, Guam commencing on February 7, 2011 between 8:00 a.m. – 5:00 p.m. excluding holidays. Deadline for submission of all proposals is 3:00 p.m. (Guam Time), Monday, February 28, 2011. All proposals must be submitted to the attention of: Mr. George A. Santos, Acting Director of the Department of Administration.

All questions regarding the proposal should be submitted in writing on or before the deadline of Monday, February 21, 2011, by 3:00 p.m. and directed to Mr. George A. Santos, Acting Director at P.O. Box 884, Hagatña, Guam 96932.

/s/ GEORGE A. SANTOS  
Acting Director, Department of Administration