

To: All Interested Providers  
From: Melissa Worley, Business Office Director  
Re: Request for Proposal for Procurement Cards  
Date: May 19, 2023

The City of Macomb is requesting proposals from selected Banking Services Providers. Duties will include providing procurement cards for the City to use for accounts payable purchases.

Applicants are required to provide the following:

- Procurement cards for accounts payable
- Cash Rebate
- Waived Fees
- Online portal
- Fraud Control
- Integrated system with BS & A software
- Internal control of credit limits and spending rules
- Real-time tracking

Please provide a list of associated “In house” services which would enhance the above requirements and any additional complimentary services that your business would provide.

Proposals should be submitted to the City Clerk’s Office, 232 East Jackson Street, Macomb, IL 61455 no later than 5 p.m. on June 8, 2023. A selection will be made within 30 days of the requested date.

To obtain a request for proposal packet and further information please reach out to Melissa Worley, Business Office Director at 309.836.8218 or [mworley@cityofmacomb.com](mailto:mworley@cityofmacomb.com)

The City of Macomb reserve the right to reject any and all proposals, waive any irregularities and accept any proposal or combination of proposals it deems to be in their best interest.