

**LEGAL ADVERTISEMENT  
Fort Defiance, Apache County  
Arizona**

**NAVAJO TRIBAL UTILITY AUTHORITY  
REQUEST FOR PROPOSAL**

**EMPLOYEE ASSISTANCE PROGRAM SERVICES**

Navajo Tribal Utility Authority (NTUA) is hereby contacting qualified firms to provide employee assistance program services for NTUA companywide personnel within the states of Arizona, New Mexico, and Utah.

Instructions and Scope of Work can be obtained from Avis Jimm, Contract Administrator, at (928) 729-6243 or by email [avisj@ntua.com](mailto:avisj@ntua.com) or at NTUA Purchasing Department, North Navajo Route 12, Fort Defiance, Arizona.

Proposal and Cost shall each be submitted, **electronically** to [avisj@ntua.com](mailto:avisj@ntua.com) in separate PDF attachments clearly labeled: for the Proposal “DO NOT OPEN – EMPLOYEE ASSISTANCE PROGRAM SERVICES (PROPOSAL)” and for the Cost “DO NOT OPEN – EMPLOYEE ASSISTANCE PROGRAM SERVICES (COST)” and received electronically by July 17, 2026 at 5:00 p.m. (MDT).

To ensure delivery by the due date and time, all proposals should be addressed to:

PHYSICAL ADDRESS: Navajo Tribal Utility Authority  
*ATTN: Avis Jimm, Purchasing Department*  
North Navajo Route 12 (Hand-Deliver)  
Fort Defiance, Arizona 86504

Preference will be applied in accordance with the Navajo Business and Procurement Act (12 N.N.C. § 1501 et seq.); the Navajo Nation Procurement Act (12 N.N.C. § 301 et seq.); the Navajo Nation Business Opportunity Act (5 N.N.C. § 201 et seq.) and other applicable statutory and regulatory requirements. Proposers must submit evidence of their Preference Priority Certification if applicable.