

Town of West New York
Hudson County, NJ
Notice to Bidders

Sealed **competitive bids** (pursuant to the competitive contracting procedures of N.J.S.A. 40A:11-4.1 et seq.) will be received by the **Town Clerk** of the Town of West New York, in the County of Hudson, New Jersey, at the **Town Clerk's Office** in the Municipal Building, 428-60th Street, West New York, N.J. on **Friday, January 29, 2010 at 10:00 a.m.** for: "**Multi-Systemic Services Provider/Social Service/Counseling**" aforesaid, in accordance with the specifications now on file in the office of the Purchasing Agent. Municipal Building, 428-60th Street, West New York, N.J., where same may be obtained during office hours from 9:00 a.m. to 4:00 p.m.

Competitive bids for said Contract must be based upon and in strict accordance with the aforesaid specifications.

All **competitive** bids must be stated in words and figures.

All **competitive** bids shall be submitted in sealed envelopes addressed to the Town Clerk of West New York, the envelope shall have marked conspicuously on its face on the top right-hand side in letters not less than one inch the word "**Public Bid**" followed immediately below those words in letters not less than one half inch high: "**Multi-Systemic Services Provider/Social Service/Counseling**" and underneath that "**To be received on the 29th day of January, 2010 at 10:00 a.m.**"

If **competitive** bids are to be accepted by mail or courier, the **competitive** bids must be placed in an outer envelope, which on the top right-hand side shall clearly designate in the same manner as set forth above, the same size and information. The inner envelope shall have specifically placed in the center the same information as set forth above and on the bottom left-hand side the name and address of the Bidder.

All **competitive** bids delivered by mail or other postal service shall be addressed specifically to the Town Clerk of West New York and if delivered by a postal service shall be delivered to the office of the Town Clerk between the hours of 9:00 a.m. and 4:00 p.m. prior to the time set forth for the opening of the Bid and not earlier than 48 hours previous to the opening of the Bid.

The burden is upon the Bidder to comply specifically with the directions in the "Notice to Bidders". The Bidders are put on notice that because of precautions resulting from terrorist's threats, packages may be opened if directed to the wrong office of the Town.

Any Bid not delivered in the manner as set forth in this "Notice to Bidders" shall be declared void.

All **competitive** bids must be submitted on forms for that purpose to be obtained from the Purchasing Agent.

All requests for specifications must be made in writing on company letterhead and faxed to 201-662-9027.

Bidders are required to comply with P.L. 2004 c. 57 (Chapter 57) (Business Registration Law) as more specifically set forth in bid specifications.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 as set forth in bid specifications.

The Town of West New York reserves the right to waive informalities in competitive bids and to reject any and all competitive bids, if deemed in the best interest of the Town so to do.

Dated: December 29, 2009

By Order of the Municipal Administrator of
Town of West New York

Carmela Riccio, RMC
Town Clerk