

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

Sealed bids 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 **September 10, 2010 at 10:00 a.m.** for: **“Supplementary Plumbing Service and Repair Contract (2nd Occasion)”** aforesaid, in accordance with the specifications now on file in the office of the Purchasing Agent.

Bids for said contract must be based upon and in strict accordance with the specifications. All Bids must be stated in words and figures.

Contract specifications for the proposed contract, which have been prepared by the Town Attorney and the Town Engineer, Jose R. Cunha, P.E., C.M.E., of the firm of Maser Consulting P.A., are on file at the Purchasing Agent's Office, Xenia Rivero, 428 – 60th Street Room # 9, West New York, NJ 07093. Hours 9:00a.m – 4:00pm Monday through Friday (telephone number: 201-295-5147) and may be inspected by prospective bidders and/or obtained during business hours, 9:00 a.m. – 4:00p.m at the above location.

Requests for bid specifications may also be made in writing, on company letterhead, and faxed to Xenia Rivero, Purchasing Agent, at 201-662-9027. Specifications will be mailed to such requestors via regular U.S. mail. (The Town does not guarantee delivery or receipt or timely delivery or receipt of mailed specifications.)

Any questions regarding the specifications are to be addressed to the Town Engineer, Jose R. Cunha, P.E., C.M.E., of the firm of Maser Consulting P.A., via fax at (732)-383-1984 or email at jcunha@maserconsulting.com.

Bidders will be furnished with a copy of the Contract Documents by request.

All 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: **“Supplementary Plumbing Service and Repair Contract (2nd Occasion”** and underneath that **“To be received on September 10, 2010 at 10:00 a.m.”**

If Bids are to be accepted by mail or courier, the 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 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 terroristic 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.

Proposals must be made on the provided **Proposal** forms in the Contract Specifications, in the manner designated, and must be accompanied by a statement of Consent of Surety from a surety company authorized to do business in the State of New Jersey and acceptable to the Town and either a Bid Bond, Certified or Cashier's Check drawn to the order of Treasurer of Town of West New York for not less than ten percent (10%) of the amount bid as further set out in the Bid Specifications, except that the check need not exceed \$20,000.00. The successful bidder is hereby notified that a performance bond for the full amount of the contract will be required, upon award of contract. **BIDDERS ARE REQUIRED TO COMPLY WITH THE REQUIREMENTS OF P.L. 1975, C.127 (N.J.A.C. 17:27).**

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

The award of the contract for this project will not be made until the necessary funds have been provided by the Town of West New York in a lawful manner. The Town of West New York or the Engineer reserves the right to require a complete financial and experience statement from prospective bidders showing that they have satisfactorily completed work of the nature required before furnishing proposal forms or specifications, or before awarding the Contract.

Proposals for this Contract will be accepted only from bidders who have properly qualified in accordance with the requirements of the Contract Documents.

The right is also reserved to reject any or all bids or to waive any informalities where such informality is not detrimental to the best interest of the Town of West New York.

BY ORDER OF the Mayor and Board of Commissioners of the Town of West New York, Hudson County, New Jersey

Dated: August 18, 2010

Carmela Riccio, RMC
Town Clerk