



HAGC FINANCE
DEPARTMENT
PROPOSAL/BID
COVER SHEET

Form PO 501
(rev. November 2015)

COLONIAL PARK, LP

INVITATION For BID (IFB)

Direct Questions concerning this RFP/IFB to:

PERSON/TITLE: Paul Letizia AHO Director
PHONE/FAX: 856-845-4959 ext 607
E-MAIL ADDRESS: 0

RFP/IFB NUMBER: 17-013

DESCRIPTION OF GOODS AND SERVICES

LAUNDRY EQUIPMENT AT COLONIAL PARK APARTMENTS

CONTRACT TERM	BEGINNING	ENDING
2 years	8/1/2017	7/31/2019

The Authority reserves the right to reject any and all offers and to waive non-material deficiencies.

GENERAL PROPOSAL/BID REQUIREMENTS

- 1) **SUBMISSION DEADLINE:** (no later than this date & time)

DATE:	June 8, 2017	TIME:	2:00PM
-------	---------------------	-------	---------------

NOTE: TIME IS OF THE ESSENCE. LATE OFFERS WILL BE REJECTED.
- 2) Mailing Address:

Attention: Kimberly Gober, Executive Director	
c/o: Housing Authority of Gloucester County	
100 Pop Moylan Boulevard, Deptford, NJ 08096	

*The Bid Opening shall be held at the same location.
- 3) The Proposal/Bid must conform to specifications as outlined in the RFP/IFB
- 4) Bids ONLY must be enclosed in a sealed envelope addressed to the above.
- 5) ALL Respondents must indicate the RFP/IFB NO. on the outside envelope.
- 6) Proposals/Bids must include all price information, typed or written in ink.
- 7) Proposal/Bid prices must remain valid and firm for 60 days after bid deadline.
- 8) The Respondent must sign the Proposal/Bid in ink and all corrections or alterations in units or prices must be initialed by the respondent in ink.
- 9) If Proposal/Bid Amount exceeds the State Bid Threshold of: \$ 17,500.00
Then the following items, a. and b., will apply if indicated here: N/A
 - a. A Bid Guaranty/Bond will be required at 10% of Bid, but not to exceed \$20,000 (max), presented in a Certified Check or executed Bid Bond.
If a Construction Contract exceeds \$100,000, then 5% is required. And,
 - b. A Consent of Surety is required equal to 100% of the contract price.
- 10) Regarding Only -- Invitation for Bids: N/A
 - a. A Performance & Payment Bond totalling 100% of the Bid is required at the awarding from all contractors & subcontractors collectively.
 - b. A Maintenance Bond is required prior to final payment (Construction Only).
- 11) An Affirmative Action Cert. & Project Workforce Report (form-AA201) may be required at contract awarding & during term of contract.

- 12.) **REQUIRED FORMS & CERTIFICATES**
Failure to properly execute & sign the following documents may result in the rejection of the proposal or bid.
↓ [PLEASE INITIAL TO ACKNOWLEDGE COMPLIANCE]
 - a. _____ IRS Form W-9
 - b. _____ Owner Disclosure Statement
 - c. _____ "Debarment" Certification
 - d. _____ Certificate for Contracts, etc.
 - e. _____ Non-Collusion Affidavit
 - f. _____ Affirmative Action Statement & Affidavit
 - g. _____ Disclosure of Lobbying Activities (if any)
 - h. _____ Drug-Free Workplace Affidavit
 - i. _____ Non-Default Affidavit
 - j. _____ NJ Business Registration Cert.-Contractor
 - k. _____ Certificate(s) of Liability Insurance
 - l. _____ Certificate(s) of Workers Comp Insurance
 - m. _____ NJHMFA Questionnaire
 - n. _____
 - o. _____
 - p. _____
 - q. _____
 - r. _____
 - s. _____
 - t. _____
 - u. _____
 - v. _____

Required DOCs must also be filed by authorized subcontractors.

PROPOSAL/BID - TO BE COMPLETED BY RESPONDENT

PLEASE TYPE OR PRINT IN INK.

PROPOSAL/BID	13) Firm Name and Address	14) Federal Taxpayer ID Number
	16) E-Mail Address, if any	15) Telephone Number
		17) Fax Number

PROPOSAL/BID	18a.) Proposal/Bid Amount In Words (BASE BID) Please Type or Print Legibly		Dollars	
	18b.) Proposal/Bid Amount in Numbers (BASE BID) U.S. Currency Format Please Type or Print Legibly	\$	19) Date Price Guarantee Expires	
	18c.) Alternates	ALTERNATE 1 -- if applicable N/A	ALTERNATE 2 -- if applicable N/A	ALTERNATE 3 -- if applicable N/A

NOTE: DETAILED PRICING SHOULD BE REPORTED ON THE PROPOSAL/BID DETAIL SHEET

Signature of the Respondent attests that the Respondent has read, understands and agrees to all terms, conditions, and specifications set forth in this Request For Proposal/Invitation For Bid, including all addenda.

20) ORIGINAL Signature of Respondent	21) Print/Type Name and Title
	22) Date

SUBMIT ON ORIGINAL FORM

