NOTICE TO BIDDERS

To all interested parties, please be advised that the City of Jersey City (City) will be accepting proposals in response to requests for proposals for the following services:

Employee Medical Services

Proposals must be received by the City no later than 4:00 P.M. (End of Business Day) prevailing time on March 4, 2014 and must be mailed or hand-delivered to the Jersey City Division of Purchasing, attention Peter Folgado, Purchasing Agent, 1 Journal Square Plaza, 2nd Floor, Jersey City, New Jersey 07306.

Proposals may be submitted in person, or may be sent by U.S. certified mail return receipt requested, or may be sent by private courier service. Mail proposals to: Peter Folgado, Director, Division of Purchasing, 1 Journal Square Plaza 2ND floor, Jersey City, New Jersey 07306. Proposals sent by mail must be received by the Director of Purchasing no later than 4:00 P.M. of the last City business day before the day of the reception. Proposals sent by courier service must be delivered to the Director no later than 4:00 P.M. on the day of the reception. The City shall not be responsible for the loss, non-delivery or physical condition of bid proposals sent by mail or courier service. Proposals must be submitted individually in a sealed envelope addressed to the Director. Proposals must comply with specifications.

Interested parties are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. The Equal Employment Opportunity/Affirmative Action rules require a careful reading. Mandatory Equal Employment Opportunity/Affirmative Action Languages and required forms may be obtained with the Proposal.

Interested parties are also required to comply with the requirements of P.L. 2004, c. 57 which includes the requirement that contractors provide copies of their Business Registration Certificates issued by the New Jersey Department of the Treasury.