

## 2015 SUMMER FOOD SERVICE PROGRAM

### NOTICE TO BIDDERS

**Dept. of Health and Human Services**, an approved sponsor in the State of New Jersey invites the submission of sealed bids for prepackaged meals meeting program requirements as described in the bid specifications and contract. Bids containing dual prices for one meal type that are tied to sponsor's ultimate level of meal service will be rejected. Contractors submitting bids must be registered in the State of New Jersey to participate in the 2015 Program. These meals are to be served to children in the Summer Food Service Program. Delivery is to be made as per specifications and contract. Specifications and contract may be obtained as of *Monday, May 11, 2015*. Sealed bids clearly marked on the outside envelope, "Summer Food Service Program Bid" along with a sample lunch are to be received by *Thursday, June 11, 2015* at 11:00 A.M. at the **Division of Purchasing, 394 Central Avenue, 2<sup>nd</sup> Floor, Jersey City, NJ 07307**.

Forms may be downloaded by going on-line to [www.bidsync.com](http://www.bidsync.com).

Questions by prospective bidders concerning this bid must be done on-line at [www.bidsync.com](http://www.bidsync.com).

Prospective bidders **must download bid specifications and all addendums from [www.bidsync.com](http://www.bidsync.com)**. Failure to download bid specifications and acknowledge receipt of addendums may result in bid rejection.

**\*\* BOND REQUIREMENTS (to be added to notice if applicable)**

A bid bond in the amount of **10%** percent of the estimated total amount of bid must accompany the bid. The bid bond must be from a company listed in the current Department of Treasury Circular 570 certified to do business in New Jersey. No other type of bid bond is acceptable.

Percent cannot be less than 5%, not more than 10% of the amount of the bid.

Bids 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 bids to: Peter Folgado, Director, Division of Purchasing, 394 Central Avenue, 2<sup>nd</sup> Floor, Jersey City, NJ 07307. Bids 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 bid reception. The City shall not be responsible for the loss, non-delivery or physical condition of bids sent by mail or courier service. Bids must be submitted individually in a sealed envelope addressed to the Director. Bid Proposals must comply with specifications.

Bidders/Contractors 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. No firm may issue a contract unless it complies with these provisions. Mandatory Equal Employment Opportunity/Affirmative Action Languages and required forms may be obtained with the Proposal.

Bidders 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 Treasury.

The Director of Purchasing reserves the right to reject any and all bids received, or portions thereof, if deemed to be in the interest of the City to do so.

Peter Folgado  
Director of Purchasing

Insert Dates  
May 11 and May 13, 2015

CHARGE TO: CITY OF JERSEY CITY  
DIVISION OF PURCHASING  
394 CENTRAL AVENUE, 2<sup>ND</sup> FLOOR  
JERSEY CITY, NJ 07307