

JERSEY CITY HOUSING AUTHORITY (JCHA)

REQUEST FOR PROPOSALS FOR PRE-EMPLOYMENT PHYSICAL EXAMINATIONS AND SPECIAL NEEDS TESTING FOR A PERIOD OF ONE (1) YEAR

The JCHA requires the services of a company to provide **Pre-Employment Physical Examinations and Special Needs Testing for a Period of One (1) Year**.

The JCHA intends to enter into an agreement to obtain this service (probably commencing in August, 2013).

RFP documents may be obtained from our website www.jcha.us by selecting Purchasing and then choosing the bid date to download the bid package. Any questions can be emailed to kpinnock@jcha.us or faxed to the Purchasing Department at 201-547-6643 between the hours of 8:30 A.M. and 4:30 P.M., Monday through Friday, (excluding holidays). TDD # 201-706-4695 between Tuesday, *July 9, 2013 through Monday, July 22, 2013*.

All firms must submit 1 original and 3 copies of the proposal in a SEALED Envelope **LABELED APPROPRIATELY (PROPOSAL TITLE AND RETURN ADDRESS)** and received by the JCHA, c/o Kenneth Pinnock, Jr. Purchasing Agent, 400 U.S. Highway # 1, (Marion Gardens), Jersey City, New Jersey, 07306, *by or before Tuesday, July 23, 2013 at 2:00 P.M. EST*, using one of the following submission procedures:

HAND-CARRIED/MAILED/OVERNIGHT/EXPRESS MAIL DELIVERY

All bidders must supply a copy of the organization's "Business Registration Certificate" issued by the Division of Revenue in order to be eligible for award consideration.

Proposals received after this date and time for any reason shall not be considered and will be returned to the sender.

By:

For:

Kenneth Pinnock Jr.
Purchasing Agent

Maria T. Maio
Executive Director

Reference Number: T 0078

PUBLICATION DATES: Tuesday & Wednesday, July 9 & 10, 2013