

# MONTCLAIR STATE UNIVERSITY

## ADVERTISEMENT FOR BIDS

As published in the Star Ledger on *May 20, 2008*:

The Director of Procurement Services at Montclair State University will receive bids for Request for Proposal # 781, On Call Vehicle Repair Services through 2:00 PM, Thursday, June 12, 2008 when it will be publicly opened at Department of Treasury and Finance Conference Room, 855 Valley Road, Suite 101, Clifton, NJ 07013.

Notice: Beginning June 2, 2008 the Procurement Services Office will operate on a summer schedule, Monday through Thursday, 8:00AM to 5:15 PM and closed each Friday until the week of August 25, 2008.

Copies of the request for proposal, including information for Bidders, bidding forms and specifications may be obtained on or about **May 20, 2008** at the office of the Director of Procurement Services.

Details regarding the requirements for contractors and subcontractors bidding this work are contained in the request for proposal. Questions may be directed to **John Goscinski**, Buyer, at 973-655-7468 (voice) or 973-655-5468 (fax). Additional details may be found at

[http://www.montclair.edu/pages/procurement/bidding\\_opportunities/index.html](http://www.montclair.edu/pages/procurement/bidding_opportunities/index.html)

By:

Joseph Reilly, Esq.  
Director of Procurement Services  
Montclair State University

As published on the MSU Procurement Services Web Page:

The Director of Procurement Services at Montclair State University, 855 Valley Road, Suite 112, Clifton, NJ 07013 will receive bids for:

**CONTRACT:                    On Call Vehicle Repair Services  
Request for Proposal # 781  
Montclair State University  
Montclair, New Jersey 07043-1624**

Until **2:00 PM, Thursday, June 12, 2008** at which time they will be publicly opened and read aloud in the Department of Treasury and Finance Conference Room, 855 Valley Road, Suite 101, Clifton, NJ 07013

Notice: Beginning June 2, 2008 the Procurement Service Office will operate on a summer schedule, Monday through Thursday, 8:00AM to 5:15 PM and closed each Friday until the week of August 25, 2008."

**Project summary:** Montclair State University requires the services of a qualified firm to provide the necessary personnel, equipment, supplies to perform "on call" vehicle repair services to the University's Automotive Repair Shop.

Copies of the proposal, including information for Bidders, bidding forms and specifications may be obtained on or about **May 20, 2008** at the office of the Director of Procurement Services, Montclair State University, 855 Valley Road, Suite 101, Clifton, NJ 07013. Requests for additional information may be directed to **John Goscinski**, Buyer, (973) 655-7468. Bid packages can be mailed.

Any award of contract resulting from this Request for Proposal will be subject to the availability of funds. All proposals must be delivered or mailed. Electronic bids via fax or telephone will not be accepted. Bids must be enclosed in a sealed envelope/package bearing the name of the Bidder and clearly marked on the outside of the envelope:

**RFP# 781 – On Call Vehicle Repair Services  
Director of Procurement Services  
Montclair State University  
855 Valley Road, Suite 112  
Clifton, NJ 07013  
Phone: (973) 655-4145**

Deadline for bidder's questions is Friday, May 30, 2008 until 4:30 PM.

**Qualifications –**

In accordance with N.J.W.S.A. 52:32-44, all New Jersey and out of State business organizations must obtain a Business Registration Certificate (BRC) from the Department of the Treasury, Division of Revenue, prior to conducting business with the State of New Jersey. **Proof of valid business registration must be submitted by a bidder with its bid proposal.**

Bidders are required to comply with the requirements of Executive Order 129, Outsourcing, signed by Governor James E. McGreevey on September 9, 2004.

Bidders are required to comply with the requirements of Public Law 2005, Chapter 51, Political Contributions, signed by Governor Richard J. Codey on March 22, 2005 (formerly Executive Order 134, Political Contributions, signed by Governor James E. McGreevey on September 22, 2004).

No bid shall be withdrawn for a period of sixty (60) days after the scheduled time and date of the bid opening.

Montclair State University reserves the right to waive any informality in any proposal and to reject any or all proposals.

Bidders are required to comply with the requirements of P.L. 1975, c. 127 (N.J.A.C. 17:27) (Affirmative Action), State of New Jersey Prevailing Wage Rate Act P.L. 1977, Chapter 33, "Statement of Stockholders Exceeding 10%". Montclair State University is an Equal Opportunity Purchaser.

By:

Joseph Reilly, Esq.

Director of Procurement Services

Montclair State University