

**CITY OF PATERSON
NOTICE TO BIDDERS**

The City of Paterson, New Jersey shall receive sealed bids at the Purchasing Office, 4th floor, City Hall, 155 Market Street, Paterson, New Jersey 07505 until 11:00 A.M. prevailing time, **THURSDAY, OCTOBER 20, 2022** and then publicly opened, and read aloud in the 4th fl. Conference Room for the Following: **GENERAL AND EMERGENCY MAINTENANCE, REPAIRS AND INSTALLATION SERVICES ON ALL HVAC SYSTEM IN ALL CITY OF PATERSON BUILDINGS, BID NO. 23.01**

All Vendors must obtain bid packages from the City of Paterson, Purchasing Division, located at City Hall, 155 Market Street, 4th floor, Paterson, New Jersey, Tel: 973-321-1340 fax: 973-321-1341. **Reproduction or Redistribution of the contents of this Bid Package by a party other than the City of Paterson is strictly prohibited.** Bids received from vendors that did not obtain bid packages from the City of Paterson Purchasing Division will not be considered.

Bids must be submitted on the standard Proposal Form provided by the City of Paterson in the manner designated therein, and must be enclosed in a sealed envelope bearing the title of the bid, name and address of the bidder on the outside; addressed to Mr. Harry M. Cevallos, Purchasing Agent, and delivered to the above address at the date and time set at the place herein. The City of Paterson is not responsible for any hand delivered or third party delivered bids which do not arrive at the proper time or location. Any such bid will be returned unopened to the vendor. All documents contained in this package must be returned to the City of Paterson in their original form. No substitutions, alterations, or modifications of any of the bid documents are permitted.

The City of Paterson requires that a bidder must submit with his bid, a bid guarantee in the form of a bid bond, certified check, or cashier's check in the amount of ten percent (10%) of the bid, along with consent of surety from a Bonding Company. In no case shall the bid guarantee exceed \$20,000.00. The bid guarantee must be accompanied by a surety company certificate (known as a Consent of Surety) duly authorized to do business in this State and satisfactory to the City of Paterson, stating that such surety company will provide the bidder with a guarantee bond or other surety as a guarantee indemnification. **Failure to include this item will mandate rejection of bid.**

The City of Paterson requires that a bidder who is awarded a contract, which exceeds \$44,000.00, must submit a Performance Bond in the full amount of the award from a Company doing business in the State of New Jersey. This bond shall be made to the City of Paterson and shall be held as security for the performance of the contract. The performance bond shall be submitted within ten (10) days of the date of the award letter. **Failure to submit a Performance Bond shall be cause for declaring the contract null and void.**

Bidders must comply with regulations of the "New Jersey Local Public Contract Law" (N.J.S.A.40A: 11-1et.seq.), Affirmative Action regulations N.J.S.A.10:5-31et seq., N.J.A.C. 17:27, the New Jersey Prevailing Wage Act 12:60-1 et seq. (N.J.S.A.34:11-56-1 et. seq., N.J.S.A.34:11-56.25 et. seq.) and the New Jersey Contractor Business Registration Certificate N.J.S.A.52.32-44.

Prior to awarding of a contract, the City of Paterson will investigate apparent low bidders for any delinquent taxes or other Municipal charges including but not limited to sewer charges, demolition liens, etc. owed on any City of Paterson property by said proposed vendor or its principals. Any such delinquent taxes or other Municipal charges would disqualify such bidders from bidding on or being awarded a City contract.

The Municipal Council of the City of Paterson reserves the right to consider bids for sixty (60) days after receipt thereof, and the award will be made to the lowest responsible bidder in accordance with applicable law.

THE PUBLIC WORKS CONTRACTOR REGISTRATION ACT N.J.S.A.34:11-56.48 et. seq. requires that a general or prime contractor and any listed subcontractor's names in the contractor's bid proposal **shall be register at the time the bid proposal is submitted.** After bid proposals are received and prior to award of contract, the successful contractor shall submit a copy of the contractor's certification along with those of all listed subcontractors. All non-listed subcontractors and lower tier subcontractors shall be registered prior to starting work on the project. It is the general contractor's responsibility that all non-listed sub-contractors at any tier have their certificate prior to physically starting work on the job. Bidders may contact the following office for registration application forms or questions on this compliance: Contractor Registration Unit, NJ Department of Labor, Division of Wage & Hour Compliance, P.O. Box 389, Trenton NJ 08625-0389, Telephone 609.292.9464.

Harry M. Cevallos,
Qualified Purchasing Agent