

CITY OF PATERSON
COMPETITIVE CONTRACTING
REQUEST FOR PROPOSAL NOTICE

THE CITY OF PATERSON, NEW JERSEY SHALL RECEIVE SEALED REQUEST FOR PROPOSAL AT THE PURCHASING OFFICE, 4TH FLOOR, CITY HALL, 155 MARKET STREET, PATERSON, NEW JERSEY 07505 UNTIL 11:00 A.M. PREVAILING TIME, ON TUESDAY, NOVEMBER 28, 2023 FOR THE FOLLOWING: **DENTAL BENEFITS (PPO & DHMO) FOR THE CITY OF PATERSON, RFP NO. 2024-05**

REQUEST FOR PROPOSAL MAY BE OBTAINED FROM:

JULIE SERVIDIO, ACCOUNT VICE PRESIDENT
IMAC INSURANCE AGENCY
540 MILL STREET, BELLEVILLE, NEW JERSEY 07109
DIRECT: 973.604.7590, MAIN: 973.450.9800, FAX: 973.450.9892
EMAIL: julieservidio@imacagency.com

REPRODUCTION OR REDISTRIBUTION OF THE CONTENTS OF THIS PROPOSAL PACKAGE BY A PARTY OTHER THAN THE CITY OF PATERSON IS STRICTLY PROHIBITED. PROPOSALS RECEIVED BY VENDORS THAT DID NOT OBTAIN PROPOSAL PACKAGES FROM THE CITY OF PATERSON PURCHASING DIVISION WILL NOT BE CONSIDERED.

PROPOSAL MUST BE SUBMITTED ON THE STANDARD PROPOSAL FORM PROVIDED IN THE MANNER DESIGNATED THEREIN, AND MUST BE ENCLOSED IN A SEALED ENVELOPE BEARING THE TITLE AND RFP NUMBER, NAME AND ADDRESS OF THE PROPOSER 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 RFP WHICH DO NOT ARRIVE AT THE PROPER TIME OR LOCATION. ANY SUCH PROPOSAL WILL BE RETURNED UNOPENED TO THE VENDOR.

PROPOSERS ARE REQUIRED TO SUBMIT, ONE (1) UNBOUND ORIGINAL PROPOSAL, ONE (1) BOUND COPY ALONG WITH ONE (1) ELECTRONIC COPY IN PDF FORMAT.

IN ADDITION, A FULL ELECTRONIC COPY OF THE RFP RESPONSE MUST BE SECURE E-MAILED AT THE SAME TIME TO THE CITY'S INSURANCE CONSULTANT, IMAC INSURANCE AGENCY, IN A SECURE E-MAIL ADDRESSED TO MS. JULIE SERVIDIO, ACCOUNT VICE PRESIDENT, AT THE FOLLOWING E-MAIL ADDRESS: julieservidio@imacagency.com

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 RFP DOCUMENTS ARE PERMITTED.

PROPOSERS MUST COMPLY WITH REGULATIONS OF THE "NEW JERSEY LOCAL PUBLIC CONTRACT LAW" (N.J.S.A.40A:11-1 et. seq.), AFFIRMATIVE ACTION REGULATIONS N.J.S.A.10:5-31et seq., N.J.A.C. 17:27, AND THE NEW JERSEY CONTRACTOR BUSINESS REGISTRATION ACT N.J.S.A.52:32-44 (P.L.2004, C57)

SUCCESSFUL VENDOR WILL COMPLY WITH ALL APPLICABLE PAY-TO-PLAY REGULATIONS AS REQUIRED BY THE STATE AND LOCAL AGENCIES.

THE MUNICIPAL COUNCIL OF THE CITY OF PATERSON RESERVES THE RIGHT TO CONSIDER THE PROPOSAL FOR SIXTY (60) DAYS AFTER RECEIPT THEREOF, AND CONTRACT WILL BE AWARDED TO THE VENDOR WHO SUBMITS THE PROPOSAL WHICH IS DETERMINED TO BE THE MOST ADVANTAGEOUS TO THE CITY, PRICE AND OTHER FACTORS CONSIDERED.

HARRY CEVALLOS, QPA, R.P.P.S.
QUALIFIED PURCHASING AGENT