

BOROUGH OF TETERBORO  
COUNTY OF BERGEN  
STATE OF NEW JERSEY

**NOTICE TO BIDDERS**

Sealed bids will be received by the Borough of Teterboro, in the County of Bergen and State of New Jersey on **May 8, 2019 at 10:30 a.m.** at the Teterboro Municipal Building, 510 Route 46 West, Teterboro, New Jersey, and then publicly opened and read aloud for the project known as:

**CLEANING SERVICE  
FOR THE BOROUGH OF TETERBORO MUNICIPAL BUILDING  
AND CONSTRUCTION CODE DEPARTMENT  
TETERBORO, NEW JERSEY**

Beginning April 18, 2019, copies of the specifications will be on file for public inspection and may be obtained by bidders upon payment of \$75.00, said sum not refundable, at the Office of the Municipal Clerk, Teterboro Municipal Building, Route 46 West, Teterboro, N.J., between the hours of 9:00 a.m. and 3:00 p.m. prevailing time, Monday through Friday, excluding legal holidays.

Each bid must be made upon the prescribed forms furnished with the Specifications, including the Non-Collusion Affidavit and Disclosure Statement and must be accompanied by a Consent of Surety and a certified check, cashier's check or Bid Bond of not less than ten (10%) percent of the amount bid and not to exceed \$20,000.00. Such checks and Bonds shall be made payable to the Borough and will be held as a Guarantee that in the event the Bid is accepted and a Contract awarded to the bidder, the Contract shall be duly executed and its performance properly secured. The successful bidder shall furnish and deliver to the Borough a performance bond in the amount of one hundred percent (100%) of the accepted bid amount as security for the faithful performance and payment of the Contract. Further, the successful bidder must furnish Certificates of Insurance as required by the Contract in required coverage and amounts as provided therein. In default thereof, said checks and the amount represented thereby will be forfeited to the Borough as liquidated damages.

Bidders are required to comply with the requirements of P.L. of 1975, C. 127 (**N.J.A.C. 17:27**) regarding Affirmative Action & Executive Order 11246 regarding equal employment opportunity, as amended. All corporations and partnerships must comply with Chapter 33 of the P.L. of 1977, regarding disclosure of partners and stockholders. Each bid must be enclosed in a sealed envelope bearing the name and address of the bidder, addressed to the Borough and labeled for the project known as **CLEANING SERVICE FOR THE BOROUGH OF TETERBORO MUNICIPAL BUILDING AND CONSTRUCTION CODE DEPARTMENT, TETERBORO, NEW JERSEY.**

All bidders must submit a copy of their Business Registration Certificate with the State of New Jersey as required by law.

All bids shall be irrevocable, not subject to withdrawal and shall stand available for a period of sixty (60) days, except that the bids of any Bidder who consents thereto may, at the request of the Borough, be held for consideration for such longer period as may be agreed.

All bid security except the security of the three apparent lowest responsible bidders shall be returned, unless otherwise requested by the bidder, within ten (10) days after the opening of the bids, Sundays and holidays excepted, and the bids of the bidders whose bid security is returned shall be considered withdrawn.

The Borough reserves the right to reject any and all bids, to waive informalities or irregularities in the bids received and to accept the bid from the lowest responsible, responsive bidder.

It is the purpose of this Notice to Bidders to summarize some of the more important provisions of the Contract Documents. Prospective bidders are cautioned not to rely solely on this summary but to read the Contract Documents in their entirety.

**BOROUGH OF TETERBORO**

Virginia A. Alcuri, R.M.C.  
Municipal Clerk