

City of Orange Township

NOTICE TO BIDDERS

Sealed bids will be received by the City of Orange Township, Orange, New Jersey, at Orange City Hall, 29 North Day Street, Orange, New Jersey in room 206, 2nd Floor on **Wednesday, May 24, 2017**, no later than 10:00 A.M to the Qualified Purchasing Agent at which time they shall be opened and publicly read aloud for: PROVIDING FOOD FOR PRISONERS.

Bids will be received on the date stated above, no later than the stated hour and must be presented in person. **NO BIDS** will be accepted by mail or fax.

Bidders are expected to be familiar with specifications and requirements therein contained. Bidders are required to comply with the requirements of P.L. 1975, ch. 127 (NJAC 17:27 et seq.).

Bidders may obtain specifications and proposal forms at 29 Park Street, Orange, New Jersey, Monday through Friday between the hours of 9:00 A.M. and 3:30 P.M. or call 973 266-4111 extension 5003. Bids shall be submitted on the forms provided and shall be in accordance with the specifications contained in the General Conditions and Instructions to Bidders and other bidding documents. All bids must be submitted in a sealed envelop clearly marked on outside, "BIDS FOR PROVIDING FOOD FOR PRISONERS".

Each bid must be accompanied by a guarantee which shall be in the amount of 10% of the total bid, but not to excess of Twenty Thousand Dollars (\$20,000.00) except as otherwise provided herein, and may be given at the option of the bidder as a certified check, bid bond or cashier check.

Bidders must use and fully complete the proposal pages included with specifications furnished by the owner with all requirements attached thereto, including the following:

1. Experience record of the bidder;
2. Certified Check or a Bid Bond in an amount not less than, 10% of the amount for which the bid is submitted, but not in excess of \$20,000.00, furnished by a Surety Company licensed to do business in the State of New Jersey;
3. Non-Collusion Affidavit;
4. Consent of Surety;
5. Ownership Disclosure Statement;
6. Affirmative Action Information and/or Affidavit;
7. Copy of current licenses;
8. Hold Harmless Agreement; and
9. Bid Proposal Form.

Price must be written in words and figures. Where discrepancies occur, the words will be taken as final. Successful bidders will be required to file a Surety Bond in the amount of One Thousand Dollars along with the contract form.

The City of Orange Township, Orange Police Department, reserves the right to reject any or all bids, waive any informalities and to accept a bid that in its judgment will be for the best interest of the Municipal.

City of Orange Township
Department of Police
Orange, New Jersey

SPECIFICATIONS AND PROPOSAL SHEET

PROVIDING FOOD FOR PRISONERS OF THE CITY OF ORANGE TOWNSHIP DEPARTMENT OF POLICE

I. Specifications:

The Vendor will provide food for the entire prisoner population (which varies from 0 to approximately 20 prisoners.) Food will consist of three (3) meals daily – breakfast, lunch and dinner – at approximate “normal” times for said meals.

This service will be provided 365 days per year unless no prisoners are present. The Orange Police Department will pick up meals if vendor is located within ¼ mile of the City of Orange Township. If vendor is located outside of the City of Orange Township, the vendor will be required to deliver meals to: Freddie Polhill Law & Justice Complex (Police Headquarters), 29 Park Street, orange, New Jersey. It is the intent of these specifications for providing food for prisoners of the City of Orange Township, Police Department.

Period of contract is for two (2) years.

The vendor must be a licensed food provider and must have a sanitary SATISFACTORY inspection certificate.

Any or all licenses must be in the possession of the vendor and a copy of current licenses be submitted with bid.

Vendor must be in the business of providing food for at least three (3) years.

All cooking must be done on the premise listed as vendor’s address and such premise must be zoned for the service provided by the bidder.

II. General Notes:

Contract will be awarded to the lowest responsible bidder.

All merchandise delivered under any contract entered into shall be free of any and all Federal or State taxes, which said tax, if any, is to be assumed and paid by the Bidder.

Any check deposited as security in connection with any bid made is to be retained as Liquidated Damages by the City of Orange Township, if the successful Bidder, upon receiving an award of agreement shall neglect or refuse within five (5) days after written notice to do so, to enter into such agreement.

**BID PRICE IS TO BE GUARANTEED AGAINST RISE FOR
DURATION OF THE CONTRACT.**

TO BE COMPLETED AND RETURNED WITH BID

**CITY OF ORANGE TOWNSHIP
DEPARTMENT OF POLICE
ORANGE, NEW JERSEY**

BID PROPOSAL FORM

PROVIDING FOOD FOR PRISONERS
ORANGE POLICE DEPARTMENT

We, the undersigned, propose to furnish and delivery the above item/service pursuant to the bid specification and made part hereof:

MEAL

PRICE PER MEAL

BREAKFAST

Description: One cup of coffee or hot chocolate & one egg sandwich _____

LUNCH

Description: Sandwich: Hamburger, french fries and 10 oz. soda or equivalent _____

DINNER

Description: Hamburger, french fries and 10 oz Soda or equivalent _____

During the term of this contract, the bidder agrees to provide the aforementioned purchases with no additional charges. There will be no additional or supplementary fees.

(Corporation)

The undersigned is a (Partnership) under the laws of the State of _____

(Individual)

having its principal office as _____.

Bidder

Federal I.D. # or Social Security #

Address

Signature of Authorized Agent

Type or Print Name

Telephone Number

Date

(SEAL IF BID IS BY CORPORATION)

PROPOSED SCHEDULE

Review Bid Documentation -

Bid Documentation to Law Dept. –

Submit publication request

Transcript & Star Ledger

Publish –

Transcript

Publish –

Star Ledger

Accept bids –

Submit Resolution for Approval –

Submit Resolution –