

**REQUEST FOR QUALIFICATIONS
BROKER FOR PLACEMENT OF
PROPERTY LIABILITY & BOILER MACHINERY/SYSTEMS BREAKDOWN
INSURANCE**

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The City of Orange Township desires to appoint a firm to assist the municipality in the placement of property liability and boiler machinery/systems breakdown insurance.

1. The firm or applicant must be licensed to conduct business in the State of New Jersey and have at least five (5) years experience in providing services referenced herein.
2. Must have experience and knowledge of the rules and regulations of the New Jersey Department of Banking and Insurance and New Jersey Tort Law.
3. Must provide a list of other public entity clients.
4. Any associate who may handle the municipality's work must have an identifiable supervisor who will be responsible for direct oversight and assistance to the municipality.
5. Firm or applicant must have a bona fide office in the State of New Jersey.

SUBMISSION OF QUALIFICATIONS

Respondents must submit four (4) originals of their qualifications to the designated contact person:

City of Orange Township
Department of Administration
29 North Day Street
Orange, New Jersey 07050

Attention: Willis Edwards III, Deputy Business Administrator

Submission due no later than 9:00 AM, December 18, 2012.