

NOTICE TO BIDDERS

Notice is hereby given that sealed bids will be received by LAWRENCE TOWNSHIP from qualified bidders for the following:

BID NO. 16-26 ON-LINE DATA PROCESSING ASSESSOR/COLLECTOR

Bids will be opened and publicly read at the Lawrence Township Municipal Building in the Manager's Conference Room, 2207 Lawrenceville Road (Route 206), Lawrence Township, New Jersey 08648, on **Tuesday, November 29, 2016 at 11:00 A.M.** prevailing time.

Specifications and bid documents may be obtained from the Township Manager's Office at the above address, beginning November 10, 2016, during regular business hours, 8:30 a.m. to 4:30 p.m., Monday through Friday. Telephone 609-844-7005 or you may email Yvette Martinette at ymartinette@lawrencetwp.com.

Bids shall be made on the standard proposal forms and be enclosed in a sealed envelope addressed to the Township Manager's Office at the above address. The name of the item(s) **MUST** be printed on the face of the envelope. Bids shall be rejected if not submitted within time, date, and place designated, and if not accompanied by a certified check, cashier's check, or bid bond in the sum of ten percent (10%) of the total bid, but in no case in excess of \$20,000, payable to the Township of Lawrence as guarantee to furnish equipment/services for the bid.

The following bid documents must be included in bid package:

1. Non-Collusion Affidavit
2. Affirmative Action Statement
3. Statement of Compliance
4. Stockholder Disclosure Statement
5. Bid Proposal Form
6. Bid Bond and Consent of Surety
7. List of Sub-Contractors (if applicable)
8. Evidence of New Jersey Business Registration
9. Evidence of Contractor Registration (if applicable)
10. Bid Submission Checklist

Bidders must comply with regulations of the "N.J. Local Public Contracts Law", Affirmative Action regulations N.J.S.A.10:5-31 et seq. (P.L. 1975, c.127) N.J.A.C. 17:27 and the New Jersey Prevailing Wage Act 12:60-1 et seq. (P.L. 1963, Chapter 150).

The Township of Lawrence reserves the right to accept or reject any and all bids for the above listed items in whole and/or part may waive informalities that the Township may, in its sole discretion, deem to be in the Township's best interest.

Richard S. Krawczun
Municipal Manager