

Parsippany-Troy Hills Board of Education
REQUEST FOR BIDS
Bid Advertisement

The Board of Education of the Township of **Parsippany**, New Jersey, hereby advertises for competitive bids in accordance with N.J.S.A. 18A:18A-21(a) (b).

Bid No. 2016/17-4 **Title of Bid: Musical Instruments**

All necessary bid specifications and bid forms may be secured upon written request to:

Robin C. Tedesco
School Business Administrator/Board Secretary
Parsippany-Troy Hills Board of Education
292 Parsippany Road
Parsippany, New Jersey 07054
Fax 973-263-7241
E mail: lagalioto@pthsd.net

Bids must be sealed and delivered to the Office of the School Business Administrator/Board Secretary of Parsippany-Troy Hills Board of Education ***on or before*** date and time indicated below. The envelope to bear the following information:

Title: **Musical Instruments**
Bid No.: **2017/18-4**
Name and Address of the Bidder
Date: **Tuesday, August 15, 2017**
Time: **2:00 p.m.**

Location of Bid Opening;

Parsippany-Troy Hills Board of Education
292 Parsippany Road
Parsippany, New Jersey 07054

The bid opening process will begin on the above advertised date and time at 292 Parsippany Road, Parsippany, New Jersey. Bids may also be submitted to the School Business Administrator/Board Secretary or his designee at the bid opening meeting, prior to the advertised date and time. On the advertised date and time, the School Business Administrator/Board Secretary shall publicly receive and open all bids. **No bids shall be received after the time designated in the advertisement.** (N.J.S.A. 18A:18A-21(b)).

The Board of Education does not accept electronic (e-mail) submission of bids.

All bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq., Affirmative Action Against Discrimination and N.J.A.C. 17:27 et seq.

When required, each bid shall be accompanied by a bid bond, cashier's check or certified check made payable to the Parsippany-Troy Hills Board of Education, for ten percent (10%) of the amount of the total bid, however, not to exceed \$20,000.

Corporate bidders are required by law (Chapter 33, Laws of 1977) to submit a list of names and addresses of all stockholders owning 10% or more of their stock.

A Non-Collusion Affidavit and a Contractor Questionnaire/Certification also must be filed with the bid. The bid package will also include other documents that must be completed and returned with the bid. Failure to comply with Instructions to Bidders and to complete and submit all required forms, may be cause for disqualification and rejection of the bid.

The Board of Education reserves the right to reject any or all bids pursuant to N.J.S.A. 18A:18A-2(s), (t), (x), (y), 18A:18A-4(a), 18A:18A-22, and to waive any informalities.

A handwritten signature in black ink that reads "Rowin C Tedesco". The signature is written in a cursive, slightly slanted style.

School Business Administrator/Board Secretary