

## REQUEST FOR PROPOSALS

### "NUTRITION PROGRAM FOR THE ELDERLY SERVICES"

PLEASE TAKE NOTICE that sealed Proposals for a Nutrition Program for the Elderly will be received by the Town Clerk of the Town of Secaucus ("Town"), or his designee, on March 3, 2015, by 12:00 p.m., prevailing time, at 1203 Paterson Plank Road, Secaucus, New Jersey 07094, at which time said Proposals will be publicly opened and considered.

All Proposals must be on the Proposal forms obtained from the Town and must be enclosed in a sealed envelope bearing the name and address of the Respondent and the words "Nutrition Program for the Elderly Services". The envelope must be addressed to Michael Marra, Town Clerk for the Town of Secaucus, 1203 Paterson Plank Road, Secaucus, New Jersey 07094, and may be delivered by hand, overnight courier or mail. The envelope containing the Proposal must be received by the Town Administrator by the date and time set forth above. No late Proposals will be accepted.

On February 20, 2015, at 10:00 a.m., there will be a non-mandatory pre-bidder's conference at the Secaucus Senior Center, 101 Centre Avenue, Secaucus, New Jersey.

Proposal documents may be examined and obtained at the Town Purchasing Agent's office, 1203 Paterson Plank Road, Secaucus, New Jersey 07094, phone 201-330-2026, during business hours, 9:00 a.m. until 4:00 p.m. The fee for such documents is twenty (\$20.00) dollars payable in cash or certified check to Town of Secaucus.

Each Proposal must be accompanied by a certified check, cashier's check or Bid bond from a surety company licensed to do business in New Jersey, in the amount of ten percent (10%) of the Total Cost Per Year in the Proposal submitted, exclusive of alternates, but not in excess of \$20,000.00, made payable to the Town of Secaucus.

All Respondents are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. (P.L. 1975, c. 127 as amended) and N.J.A.C. 17:27-1.1 et seq.

The Town reserves the right to waive any minor irregularities in or to reject any or all Proposals.

By order of the Town of Secaucus.