

## INVITATION FOR BID

The Housing Authority of the City of Jersey City (hereinafter called the Authority) will receive sealed bids for the following:

### **Public Bid Opening: Replacement Of Mailbox Unit For Curries Woods**

**Location: VIRTUAL** by visiting our website <https://www.jerseycityha.org/doing-business-with-us>

See [www.jerseycityha.org](http://www.jerseycityha.org) for directions or GPS use 406 Sip Ave. which will bring you to the Marion Gardens Development entrance, follow green sign on building for administrative office.

**Bid Package Pick-Up Charge: \$50.00 Non-Refundable**

**Estimated Cost: \$32,000.00 - \$40,000.00**

**Bid Opening Date: Wednesday, September 20, 2023 @ 11:00 A.M.**

Bids should be mailed or dropped off at our office located at 400 U.S. Highway #1, Marion Garden, Bldg. #7, Jersey City, New Jersey 07306. For directions or for GPS, use 406 Sip Avenue which will bring you to the Marion Gardens entrance. Please follow the green sign on the building for the administrative office.

**No late bids will be accepted.**

**ALL BID OPENINGS WILL BE HELD VIA VIDEO TELE-CONFERENCE OR DIAL-IN OPTIONS ONLY. TO PARTICIPATE, PLEASE VISIT OUR WEBSITE [WWW.JERSEYCITYHA.ORG](http://WWW.JERSEYCITYHA.ORG) FOR ADDITIONAL INSTRUCTIONS.**

**\*\*\*PLEASE ENSURE TO VISIT OUR WEBSITE SEVEN (7) DAYS PRIOR TO THE DUE DATE OF THE BIDS & RFPs THAT YOU WISH TO PARTICIPATE IN, FOR ANY NOTICE OF CHANGE/ADDENDA BEFORE SUBMITTING YOUR BID OR RFP PACKAGE\*\*\***

Bids or RFP documents may be obtained from our website [www.jerseycityha.org](http://www.jerseycityha.org) by clicking the **Doing Business With Us** tab, then clicking on the **BID/RFP** title to download a copy of the bid package. Any questions can be emailed to [purchasing@jcha.us](mailto:purchasing@jcha.us) or faxed to the Purchasing Department at 201-547-6648 between the hours of 8:30 A.M. and 4:30 P.M., Monday through Friday, (excluding holidays). TDD # 201-706-4695

The Authority reserves the right to reject any or all bids and to waive any informality in bidding.

Bids will be awarded only to the corporation or other entity under whose name qualifications, and other documentation are submitted. Corporate affiliates, subsidiaries or parent corporation or related entities are not automatically qualified.

Firms choosing to submit their bids via the "United States" mail are required to have said mail delivered prior to appointed bid opening time. Proper consideration must be given to allowing for weekends and holidays.

The Authority will only accept original and originally executed bidding documents (including but not limit to the Bid, Affidavits, Qualification Questionnaire, Statement of Ownership, Statement of Compliance, HUD Directive, and Affirmative Action).

**Prior to being awarded a contract the vendor must supply a copy of the organization's "Business Registration Certificate" issued by the Division of Revenue.**

Photocopies and/or faxed copies of such documents will not be accepted in lieu of originals.

All bids must be enclosed in a properly sealed envelope bearing on the outside the name of the bidder and the title of the bid contained therein.

The provision of Affirmative Action Program (AAP) is incorporated herein. Full requirements of the program may be obtained with the bid documents.

No bid shall be withdrawn for a period of sixty (60) days subsequent to the date of the bid without the consent of the Authority. Schedule of withdrawal and administrative charges are included with the bid documents.

Equal Employment Opportunity Employer for Minority/Women/Veterans/Handicapped Persons.

By:

Kenneth Pinnock Jr.  
Director of Procurement, Contracts & Risk Management

For:

Stephen Cea  
Executive Director